



# Middlesex United Methodist Church

118 N. Middlesex Rd. • Carlisle, PA 17013 • 717-249-2449 • [www.middlesexumc.com](http://www.middlesexumc.com)

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*To Honor God by Making More Disciples of Jesus Christ for the Transformation of the World*

## Director of Music Job Description

**Hours:** 6-8 hours/week

**Salary:** \$6,500/year

**To Apply:** Please send resume and cover letter to [office@middlesexumc.com](mailto:office@middlesexumc.com)

### **General Job Description:**

The primary mission of the church is to make more disciples of Jesus Christ for the transformation of the world. Worship is an essential practice of growing disciples as they learn to glorify God and are sanctified by God's presence in corporate worship.

The director of music provides musical leadership for the congregation of Middlesex UMC in worship. This is done by shepherding musicians and worship artists by providing spiritual leadership at the worship service and in the gathering times of practice and planning of worship.

Music in worship is one of the primary means whereby people are invited to make an initial commitment to following Christ; therefore the music leader must be comfortable in leading others in prayer and in making a commitment. The music director must be a committed follower of Jesus Christ and be intentional in his/her own faith development.

The music director will also be available to lead, plan, and assist in weekly worship services for both services leading with a passion for vibrant spirit-filled worship, a collaborative spirit, and a love for music and liturgy. Leading both vocally and instrumentally is preferred.

This staff person should be familiar and comfortable leading in all worship styles demonstrating proficiency in worship ministry. This staff position reports directly to the lead pastor and works closely with the worship director and volunteers involved in worship.

Must maintain confidentiality in all areas of job responsibilities. Must complete/clear Criminal Background Check and Child Abuse Clearances.

### **Major Area of Responsibility:**

The music director will oversee the music played in Sunday morning worship services. This includes leading the praise band and conducting the adult, youth, and children's choirs.

### **Specific Duties:**

1. Coordinate with lead pastor and worship director weekly worship music, solos and group music appropriate for the service and the liturgical year.
2. Choose praise music selections for the Awakening and Celebration services and communicate selections to lead pastor, office administrator, director of worship, and worship team.
3. Lead worship praise team in weekly rehearsal and Sunday morning worship.

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4. Be well-prepared for each worship service.
5. Organize and direct Adult Celebration Choir, which includes choosing music for monthly worship service anthems, and leading weekly rehearsals, excluding summer.
6. Organize and direct Ignite (youth) Choir, which includes choosing music for bi-monthly worship service anthems and leading bi-weekly rehearsals, excluding summer.
7. Organize and direct Sparks (children's) Choir, which includes choosing music for quarterly worship service anthems and leading bi-monthly rehearsals.
8. Work with lead pastor, director of worship, and worship design team in planning special services.
9. Supply and assist with providing music for weddings, funerals, special church projects and big events as requested and negotiated.
10. Develop a yearly budget with worship director that reflects our vision and mission.
11. Attend monthly staff meetings and quarterly worship design planning meetings.
12. Other duties as assigned.

The Director of Music receives two weeks (which includes only two Sundays) of paid vacation per year and must find their own coverage/substitute for worship during their absence.