

DIRECTOR OF MUSIC

First Presbyterian Church of Redlands, California

LIVING THE HEART AND MIND OF CHRIST AT THE HEART OF THE CITY

JOB OPENING AS OF JULY 2019

SEND RESUMES TO PASTORCHERYL@GMAIL.COM

As a multi-cultural church, our primary concern is that the applicant enjoys diverse people and desires to serve them in an attitude of Christian love. Our staff works in a spirit of cooperation and helpfulness and in line with the Personnel Policies of the First Presbyterian Church of Redlands.

JOB DESCRIPTION

The position of Director of Music is an exempt employee under California labor law.

NOTE: All offers of employment with the First Presbyterian Church of Redlands are contingent on successful completion of the criminal background check.

ACCOUNTABILITY:

The Director of Music is accountable to the Pastor and Session through the Personnel Committee. The immediate supervisor of the Director of Music is the Pastor.

ESSENTIAL JOB FUNCTIONS:

1. Work collaboratively with the Pastor and the church leadership to plan and implement a music ministry that provides quality music for worship services and special services.
2. Create and sustain a music ministry that fosters encouragement of volunteer musicians of all skill levels.
3. Identify, encourage, and support vocal and instrumental talent within the multi-cultural congregation, working to build and support the FPCR music ministry across all ages.
4. Perform administrative work as it relates to the church music program, which may include scheduling rehearsals, arranging for choral section leaders, ordering and maintaining the music library, budgeting, etc.
5. Regularly provide information for church publications (Weekly Worship Bulletin, church newsletter, etc.)
6. Network with other colleagues in the Redlands music community, including the University of Redlands and other faith communities.
7. Develop a list of approved substitutes for the church musician and/or choral director, and arrange for coverage during absences.

It is the expectation that the above Essential Job Functions for the Director of Music will be combined with one of the two jobs described on the next page.

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RESPONSIBILITIES OF THE CHORAL DIRECTOR

The Choral Director leads the Chancel Choir
In providing appropriate choral music during
services of worship and at special church events.
Other responsibilities may include:

1. Plan and direct the choir for rehearsals,
as well as for the worship service.
2. Recruit and train choristers.
3. Work collaboratively with other FPCR
musicians.
4. Work to support music ministry across
all age groups.
5. Select choral music for church services,
in support of service themes developed by
the Pastor.

QUALIFICATIONS FOR THIS POSITION:

- Skills in leading worship through choral and
congregational singing.
- Skills in instrumental and choral conducting,
in voice development, and in worship planning,
in collaboration with the pastor.
- Knowledge of choral repertoire and familiarity
with a variety of choral rehearsal techniques.
- Openness to a wide variety of musical styles.
- Good organizational and communication skills.
- Clear concept of being an integral part of the
ministerial team.

SALARY:

The configuration of each job, commensurate with qualifications and experience, will determine the salary range.

RESPONSIBILITIES OF THE CHURCH MUSICIAN

The Church Musician provides organ and/or
piano music during rehearsals, services of
worship, and special church events.
Other responsibilities may include:

1. Play for all rehearsals and performances of
the church choirs.
2. Plan and provide appropriate music for the
worship service, especially for the Prelude,
Offertory, Postlude, etc.
3. Rehearse and accompany all vocal and
instrumental soloists.
4. Play for weddings and funerals/memorial
services when organ or piano music is
requested, being compensated according
to the FPCR fee schedule.
5. Work collaboratively with other FPCR
musicians.

QUALIFICATIONS FOR THIS POSITION:

- * Skills in leading worship through organ
and/or piano music, including instrumental
and vocal solo pieces.
- * Skills in leading worship by accompanying
the choir and/or other musicians, as well as
through congregational singing (hymns), and
in worship planning with the pastor.
- * Knowledge of church music, both traditional
and contemporary.
- * Openness to a wide variety of musical styles.
- * Good organizational and communication
skills.
- * Clear concept of being an integral part of the
ministerial team.