



Director of Music & Worship

Position: Director of Music & Worship

Expected Hours: 20 hours per week

Compensation: \$28,000 - \$38,000 annually

Paid Vacation: 2 weeks annually (includes 2 Sundays)

Accountable to: Senior Pastor

Job Summary:

The Director of Music and Worship has the primary responsibility to develop, lead, and facilitate Friendship United Methodist Church music ministry. The Director will collaborate with the senior pastor in creating and planning worship services. The goal of the Director is to co-create a blended worship service with the senior pastor and congregation to develop disciples of Jesus Christ and express our faith through music.

Spiritual Requirements:

- Be a committed follower of Jesus Christ, seeking to love, grow, and serve God.
- Understand and be able to champion and uphold the mission and values of Friendship UMC.
- Commitment to personal spiritual growth and healthy lifestyle.
- Considers this position a ministry, not a job.
- Practices healthy relational boundaries and fiscal integrity.

Job Responsibilities: The Director of Music and Worship is responsible for the following:

Ministry Responsibilities:

- Collaborate with senior pastor to develop and coordinate weekly orders of worship and special worship services.
- Co-create with pastor a blended worship style that fosters diverse worship music experiences and invites congregation members to offer their musical gifts in worship leadership.
- Develop, recruit and lead the Friendship UMC choir for worship.
- Coordinate with skilled accompanist for organ and piano.
- Recruit and lead Friendship UMC bell choir for special worship services.

- Develop new worship music ministries (such as praise music, ensembles, or special music) and recruit congregation members of all ages to participate using their musical talents.
- Collaborate with other churches in community worship experiences.
- Performs other duties as may be requested or required by the Pastor.

Other Staff Responsibilities:

- Develop and collaborate with senior pastor and communications coordinator on all worship bulletins.
- Update music licenses and report music usage in accordance with copyright laws.
- Manage music and worship ministries budget.
- Coordinate with community musical groups that request to use the church facility.
- Work collaboratively with church staff to promote the ministries of Friendship and to coordinate use of the church resources (i.e. facilities, equipment, database, calendar).
- Perform administrative and other functions necessary for music and worship ministries.

Job Qualifications and Experience

- Bachelor's degree preferred.
- Experience in church worship music and hymnody. Understanding and familiarity with blended worship preferred.
- Experience with ProPresenter and Canva preferred.
- Flexibility to play in blended style services that include all types of worship music.
- Skilled musician
- Strong organizational and team building skills.
- Possess excellent oral and written communications skills.
- Team oriented with excellent relational skills.
- Must be proficient with Microsoft Office and display computer skills.