

Director of Music Ministry (Traditional & Contemporary)

Point Washington United Methodist Church

Location: Santa Rosa Beach, FL

Full-time, salaried exempt position

About Point Washington United Methodist Church:

Point Washington United Methodist Church (PWUMC) is a thriving community of faith in the 6th fastest growing county in the United States. An historic congregation of the United Methodist Church, Point Washington UMC offers both traditional and contemporary worship services and engages members in mission and outreach within our community and beyond. We are a church home to locals, part-time residents, and visitors because of our unique location on the shores of paradise – between the Choctawhatchee Bay and the beautiful white beaches of Florida's 30A.

General Description: The Director of Music Ministry is a full-time position with the overall responsibility for the planning, organization and execution of music ministry for traditional and contemporary worship services as well as leadership roles that relate primarily to worship. The Music Ministry of PWUMC includes the Music Academy, a vital part of the music ministry that is committed to connecting with others in our surrounding area who wish to develop musical abilities regardless of their background or economic status by providing reasonably priced music lessons, free general music classes, and need-based scholarships for the ultimate goal of glorifying God through worship. While the Assistant Director of Music/Pianist is responsible for the administration of the Music Academy, the Director of Music assists in its recruitment and overall supervision. All ministry in this role should be consistent with the faith and theological precepts of the United Methodist Church. The Director of Music Ministry works directly with the senior pastor, staff, musicians and volunteers, in a team approach, to provide the highest level of worship experience and to support the overall ministry of the church. This person must be a committed follower of Jesus Christ while being a positive and inspirational leader. The presumed priority of every PWUMC staff position is to work with joy as a member of the body of Christ who performs his/her particular tasks to the glory of God, ultimately resulting in making disciples of Jesus Christ for the transformation of the world.

Primary Responsibilities:

Music Ministry:

- Ability to lead dynamic and inspiring music, helping persons experience true worship through music and for the ultimate purpose of glorifying God.
- Exhibit strong people skills that inspire the musicians involved in the music ministry.
- Coordinate the planning and implementation of music in both traditional and contemporary worship, which includes: choir, ensembles, praise band, soloists, and instrumentalists.
- Coordinate and help plan music for weekly Sunday worship and special worship services throughout the year, including services that are relevant to sermon series/church-wide initiatives and special worship services such as Holy Week, Cantatas, Advent, Christmas Eve etc. PWUMC Concert Series - Plan, coordinate and advertise for musical groups to perform for our church and community as part of our church's outreach.
- Recruit, audition, mentor and develop praise team members seeking to involve as many congregation members as possible.
- Provide leadership for congregational singing in traditional services, choir anthem and communion liturgy.
- Provide leadership vocally or instrumentally in contemporary worship.
- Recruit, train, expand, and enrich the choir and other musician's music skills. Create opportunities to involve church members of all ages in the music ministry.
- Coordinate music and worship with senior pastors, accompanist, choir, audio/visual staff and others who may be responsible for the planning and leading of worship.
- Supervise, recruit and hire a variety of instrumentalists to participate in worship for all services.
- Supervise and keep the pianist/Assistant Director of Music informed of services, rehearsals, and type/quality of music required for worship. Recruit volunteers or hire substitutes for when they are absent.

- Supervise the Assistant Director of Music Ministry in their role as the administrator of a growing Music Academy that recruits and incorporates local music leaders, teachers, and students into the Music Ministry of PWUMC. Participate as a teacher and assist the Assistant Director of Music Ministry in the recruiting of students and teachers for the Music Academy.
- Supervise the Audio Visual Technician and maintain excellence in audio visual components of worship.
- Coordinate the maintenance and care of pianos, choral robes, and music supplies.
- Provide a substitute director for any absences from worship services.
- Upload weekly music selections for the bulletin into Church Community Builder.
- Gather inventory and financial information to provide a recommended budget each year.
- Select, purchase, file, and care for the music library for the church.
- Provide necessary reporting to various staff and agencies for compliance with music copyright and usage agreements.
- Attend appropriate meetings to include Church Council meetings and staff meetings to represent the concerns of music and worship.
- Participate in special workshops and continuing education programs related to traditional/contemporary music in worship and design.

Worship Ministry

- Recruit and provide leadership to a Worship Team that would be involved in meeting with the worship staff and pastors in brainstorming and implementing themes for various seasons of the church year and/or select church holy days. Worship Team should meet at minimum every other month.
- Offer leadership to weekly worship as the primary liturgist; leading the congregation in pastoral prayer, affirmations of faith, offertory moments, and any other assigned roles.

Anticipated Time Commitments: Full-time exempt.

Salary Range: Competitive salary commensurate with education and experience.

Supervision: This position is under the direct supervision of the senior pastor.

Skills, Knowledge, and Experience

- Strong Christian commitment and belief in PWUMC's mission, methods and principles
- Knowledge of varieties of church music and their application in traditional and contemporary worship services
- Strong conducting and leadership skills
- Excellent verbal and written communication skills in order to communicate well with praise band, choir members and congregation members
- Ability to recruit, train, and inspire volunteers as choir members, praise band members, soloists, and instrumentalists
- Have a caring attitude and excellent interpersonal skills
- Demonstrate an agreeable, cooperative and positive attitude to facilitate working cooperatively with all ministries of the church
- Bachelor's degree in music related field (preferred)
- Five years of experience in a similar or related position (preferred)