



## MINISTRY DESCRIPTION

<b>Ministry Title:</b>	Director of Music
<b>Department:</b>	Worship & Music
<b>Reports to:</b>	Lead Pastor
<b>Employment Type:</b>	Full-Time or Part-Time (20 hours pw)
<b>Salary Range:</b>	Up to \$60k FT and up to \$30k PT
<b>FLSA Status:</b>	Exempt

### Ministry Overview

The Director of Music works with pastoral staff, volunteer musicians, and ensembles to develop high quality music for worship at Gateway Trinity Lutheran Church (GTLC). The Director of Music must possess interpersonal skills that facilitate rehearsals and worship for each of the music programs in association with staff and other music facilitators and volunteers. Seeks to expand the music ministry for all age groups and abilities.

### Ministry Functions

- Conducts and develops GTLC choirs – current adult, and prospective Praise team, youth (\* grades 7<sup>th</sup>-12<sup>th</sup>) and handbell choirs, at weekly rehearsals, Sunday morning services, and special services where choral presentations are scheduled.
- Arranges for special music throughout the year, including individual vocalists, instrumentalists, and guest choirs and ensembles.
- Principal musician for GTLC. Coordinates or acts as worship piano accompanist and vocalist (skillset dependent)
- Selects music, in collaboration with pastoral staff and Worship Planning Committee, for all services, including hymns, anthems, preludes, and other special musical offerings in keeping with the season or Sunday as determined by the church calendar and/or the appointed scriptures and psalmody.
- Reviews and organizes library of existing and new choral and instrumental music for all choirs and ensembles. Makes additions to the music library as needed within budget guidelines.
- Monitors all licensing and copyright issues for music used by the church.



- Provides guidance and rehearsals for cantors and soloists.
- Assists in the overall planning for congregational worship.
- Monitors church musical equipment and recommends any repairs or changes that need to be made.
- Assists in recruiting singers, musicians and volunteers within the congregation and community for musical groups and their administration.
- Attends the weekly staff meeting and scheduled Worship Planning team meetings. Participates in approved continuing education programming.
- Assists in budget planning and monitoring the ministry spending plan for the Music Ministry.
- Supervises the digital broadcast director and AV support.
- Funerals and Weddings right of first refusal with additional stipend

### **Skills & Qualifications**

- Bachelor's or Master's degree in sacred music, musical performance, or equivalent with experience as Director of Music. Prior experience with church music preferred and comfortable incorporating variety of genres.
- Energy and excitement in the role of music for faith development
- Commitment to the mission of Gateway Trinity Lutheran Church and understanding of Lutheran liturgy and seasons or willingness to learn.
- Piano proficiency for worship and rehearsals
- Ability to develop a good working rapport and cooperative relationship with pastor(s), the administrative assistant, staff, volunteers, and congregational members of GTLC.
- Self-starter with attention to detail, strong leadership, administrative and organizational skills.
- Strong communication skills, both written and verbal.
- Experience with digital technology for AV and live streaming/broadcast. ProPresenter or similar software experience helpful.

Gateway has a new modern worship space – no organ. For worship, we use a digital Kawai CP1... with a wooden-key action, powerful sound system, over 1000 sounds and dozens of innovative features in a beautiful real 5' 3" grand piano cabinet. A praise band is also in the works....

Contact with RESUME and MEDIA samples: Pastor Sean Bunger,  
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