

Sedgefield Presbyterian Church

Director of Music

Job Description

The Director of Music is a talented, inspirational, and engaging leader committed to further developing, leading, and growing the Sedgefield Presbyterian Church music program. The Director of Music will help to develop and support the worship through planning, preparation and leading. The Director of Music will work with the Minister to create a worship experience that will engage worshippers to draw them closer to God. While also carrying out the mission of the Church of Jesus Christ, following the polity of the Presbyterian Church, USA.

Required Duties:

- 1) **Planning Worship:** prepare a schedule for music and worship in consultation with the minister that reflect the week's Scripture readings; Attend meetings and communicate with the worship committee.
- 2) **Preparing for Worship:** direct and oversee the creating of music to facilitate worship which may include inviting volunteers, coordinating guest vocalists, artists, and groups; and lead the ministry of music and worship with adequate practice to ensure preparedness for worship.
- 3) **Introduce new music** as appropriate and assisting the congregation in learning them.
- 4) **Conducting Worship:** play piano/organ/other instruments for rehearsals and worship; arrange for substitutes when away; and attend rehearsals and worship services.
- 5) **Administration:** adhere to the music budget; communicate with Chancel Choir and guest artists expectations and responsibilities; coordinate bulletin information; and relate information about music purchase needs to appropriate staff/members.
- 6) **Special Events:**
 - A) As requested, play for weddings and funerals held inside and outside the church
 - B) Support key services throughout the year (Advent, Christmas Eve, Lent Easter)
 - C) Assist in planning and organizing special services and events (prayer nights, group sings)