

Maplewood United Methodist Church
Job Description - Music Director

Job Title: Music Director

Mission of Maplewood UMC: Maplewood United Methodist Church creates spaces where people can have authentic encounters with Christ, discover their spiritual gifts, and use them for God's glory.

How this position helps achieve this mission: The Music Director creates worship spaces in which those who gather are able to encounter Christ and worship God fully and freely. They collaborate closely with the pastor to plan and lead services, including congregational singing and special music presentations.

Leadership structure: Reports to the pastor. Works in collaboration with other staff and ministry leaders on the Worship Team.

Work Schedule: 10 hours per week. Sunday morning presence is expected. Presence for appropriate rehearsal times is expected. Other work may be remote, as long as desired outcomes are met effectively.

Key Outcomes & Specific Measures

1. Worship Experiences are Spiritually Engaging

- **Outcome:** Congregants experience meaningful, sacramental worship that fosters authentic encounters with Christ.
 - Worship services are thematically aligned with the sermon content.
 - Worship elements are scripturally sound and theologically aligned with the beliefs and practices of the United Methodist Church.
 - Services for holidays and special occasions are meaningful and facilitate congregational participation in the liturgical calendar.
 - Congregational music reflects a blend of traditional hymns and new worship music.

2. The Musical Gifts of the Congregation are Being Utilized Effectively

- **Outcome:** People who are called by God and gifted musically are equipped to share their gifts in worship services.
 - Ensemble rehearsals are open to all, offered weekly, and begin on time with a structured plan in place to instill confidence and competence for musicians leading worship.
 - Soloists and small groups are regularly invited to present special music in worship, and given ample opportunity to rehearse and prepare for their presentations.
 - Instrumentalists are included in the worship services as appropriate, both to accompany singing and as special music.

3. Musical Ensembles are Spiritually Healthy

- **Outcome:** The congregation includes cohesive, spiritually motivated musical ensembles who serve regularly and joyfully.
 - Lead a Praise Band of at least 4–6 active team members who lead worship as planned.

- Direct a Chancel Choir to sing during worship services
- Regularly invite people to join the musical ensembles of the congregation.

4. Efficient Planning and Communication

- **Outcome:** Worship services are planned clearly and well in advance, and communicated well among all appropriate leaders, enabling strong preparation by all.
 - Worship orders, including song lyrics and other text to be displayed, are finalized and shared with the worship leaders and tech team at least 3 days before Sunday service.
 - Use of planning documents in the shared Google folders is consistent and organized weekly.
 - Meet monthly with the Worship Team to debrief previous worship experiences and plan upcoming services.

Performance expectations:

- Uphold the core values of the congregation - Community, Authenticity, Diversity, Service
- Demonstrate strong organizational skills
- Demonstrate musical proficiency, including piano/organ skills as appropriate.
- Demonstrate professional interpersonal skills and appearance.
- Explore diverse musical styles, genres, and arrangements as is appropriate to particular worship experiences.

Education and Experience:

- High School diploma
- Prior music leadership experience preferred
- Prior church worship planning experience preferred
- Flexible schedule for work hours