

JOB DESCRIPTION FOR THE POSITION OF DIRECTOR OF MUSIC EBENEZER PRESBYTERIAN CHURCH, ASSOCIATE REFORMED

Introduction

Ebenezer Presbyterian Church in Rock Hill, South Carolina, is seeking a part-time Director of Music to oversee our sacred music programs and direct our Chancel Choir. Founded in circa 1785, Ebenezer is one of the oldest churches in York County, SC, with a vibrant congregation composed of members of all ages. Our Sunday worship service is central to the life of the church, and music is a longstanding, essential element of our worship. With a membership of approximately 380, Ebenezer is a cornerstone of the Rock Hill community.

General Statement of Position

The Director of Music is responsible for developing and maintaining the church's comprehensive music program to benefit spiritual life through music at Ebenezer. By means of both continual study and communication with church members of all ages and musical backgrounds, this person shall select music appropriate to the needs and growth of the congregation. The Director of Music shall seek to help musically talented people of faith use and develop their gifts in service to Christ and the Church.

Goals

The goals of the Director of Music shall be twofold. First, the Director of Music shall lead musically talented church members in providing Christ-centered music that glorifies God, enhances the worship service, and supports the vision of our church. Second, as an effective teacher, well-trained in the fundamentals of music, conducting, and vocal and choral techniques, the Director of Music shall utilize rehearsal time wisely to educate members musically, with the result being an improved and growing music program at Ebenezer Presbyterian Church.

Qualifications

Profession of and evidence of a personal commitment to Jesus Christ as Lord and Savior as seen in personal maturity/integrity · Enthusiasm for serving Christ and the Church · Excellent musicianship and knowledge of a variety of music styles · Theological understanding of church music · Ability to effectively direct church choirs, soloists, and instrumentalists · Three-five years of experience (preferred) in a church music ministry including appropriate repertoire selection for both choral and instrumental settings and administration of a church music program · Strong organizational and planning skills · Bachelor of Music in organ, piano, voice, sacred music, or music education; music-related advanced degree and/or expertise in choral conducting or sacred music strongly preferred

Responsibilities

- Chancel Choir/Adult Music:

Select and purchase anthems, special music, cantatas, and other music suitable for worship · Engage and process purchase order requests as necessary for soloists and instrumentalists providing worship music · Prepare for and lead weekly rehearsals of Chancel Choir from September-May and, as necessary, in the summer months · Lead the choir when singing choral anthems in Sunday worship or in special services as needed (Special services may include, but are not limited to, Maundy Thursday, Communion Season, and Christmas Eve.) · Recruit new Chancel Choir members · Recruit soloists for services when choir is not present or when solo is desired as anthem · Coordinate and communicate with Senior Pastor and with organist/pianist on a weekly basis · Maintain choral music library

- **Children's Music - Program Administration:**

Recruit volunteer(s) to conduct the Little Lights Choir (ages 3-6) and the Kingdom Kids Choir (ages 6-11) · Ensure adequate choir preparation and support activities as necessary · Approve new music and other costs related to children's choir · Coordinate activities with the Director of Children's Programs · Ensure/coordinate set-up and removal of risers when children sing in worship

- **Instrumental Music – Program Administration:**

Approve, coordinate, and oversee regular and special maintenance work for organ and church pianos · Engage booking agent for symphony musicians for Lessons and Carols service and other services as needed · Serve as conductor/director for ad hoc vocal and instrumental groups (brass, handbells, other instrumental, choral quartets, etc.) · Prepare purchase orders for payment of service for organist/accompanist · Provide service music schedule and choral music at least two weeks ahead of each service · Serve as 'back-up' accompanist for service music in the event of a conflict or illness of primary organist/accompanist (preferred)

- **Other Music Program Administration:**

Prepare annual music budget for all ensembles and music activities · maintain long-term capital needs list · Coordinate selection of service music with the Senior Pastor · Attend/participate in staff and committee meetings

Accountability

The Director of Music shall be accountable to the Session and Senior Pastor. This position is under the oversight of a sessional committee – Worship Committee – that will serve as an accountability and advisory group. This committee will meet on an as-needed basis.

Evaluation

An annual review shall be conducted by the Personnel Committee. This review may include feedback from the Senior Pastor, church staff, and others as deemed necessary by the Personnel Committee.

How to apply and salary range:

Interested and qualified applicants should submit to bmixon@comporium.net:

- Cover letter: Introduce yourself and your interest in the position.
- Résumé: Include educational background, choral music experience, church music program administration experience, and three professional references.
- Links to videos of choirs singing under your leadership and of your conducting.

The compensation for this part-time position will be commensurate with experience. The minimum consideration is \$26,000.

Should the candidate possess the skills needed to direct our Worship Team/Adult Music small group and desire to do so, salary will be adjusted accordingly.