

CALVARY LUTHERAN CHURCH

COORDINATOR OF MUSIC MINISTRY/CHOIR DIRECTOR

POSITION SUMMARY:

Calvary Lutheran Church is a mid-size North American Lutheran Church (NALC) congregation dedicated to encouraging excellence in music as a part of our Lutheran heritage. As Choir Director, the Coordinator of Music Ministry will be a creative and enthusiastic leader as well as a talented, multi-faceted musician with a passion for worship and a vision for enhancing the worship experience through inspiring music. This will be accomplished utilizing a variety of styles including traditional and contemporary while keeping Biblically grounded. The Choir Director will understand and appreciate the Lutheran heritage of worship ministry. The highest priority of the Choir Director will be the preparation, oversight, and growing of Calvary's music ministry. We currently have two worship services: Saturday 5:00 p.m. and Sunday 9:00 a.m.

CHURCH INSTRUMENTS INCLUDE:

- *Dobson Pipe Organ
- *Boston by Steinway Baby Grand Piano, Baldwin Spinnet and Upright Pianos
- *Clavinova Keyboard
- *Schulmerich Handbells
- *Chimes
- *Various Percussion

DUTIES/RESPONSIBILITIES:

Establish, maintain, and be responsible for coordinating and directing a dynamic, Christ-Centered music ministry which will include the coordination of other music staff.

In collaboration with the Worship and Music Committee, set the direction and quality of the music program.

Develop and successfully implement annual goals for the music program.

Provide spiritual and musical instruction, recruitment, guidance, standards, and supervision in the following areas but not limited to:

- Congregational worship, both traditional and contemporary
- Adult choirs
- Youth and children's choirs
- Various groups – Handbells and Chimes
- Instrumentalists

Select music and hold regular rehearsals for all music groups. Develop appropriate and effective techniques to recruit, teach, and inspire volunteer musicians with all levels of ability-children, youth, and adult. Collaborate with the Organist/pianist/accompanist in the selection of worship music in conjunction with the preaching pastor, to reflect the liturgical season and designated Scriptural texts.

Prepare, plan and perform in-season musical presentations celebrating church holidays. Schedule special music and worship leadership for church services and special occasions. An advanced listing of special music and music opportunities shall be posted.

Report to Senior Pastor and Congregational Council on all progress and developments in the music ministry.

Provide leadership and meet monthly with the Worship and Music Committee to evaluate the worship program. Meet as needed with the office staff for interchange of information and coordination of the music and worship ministry, which includes a weekly staff meeting. Gather and submit information for the worship bulletin as appropriate and in a timely fashion.

Establish and work within an approved budget for the ministry of worship and music. Maintain musical equipment - handbells, chimes, percussion, robes, and files of music. Assist with the maintenance of the organ, pianos, and Clavinova if needed.

Provide direction and leadership to any accompanist utilized in the music program.

Perform all other duties as assigned by the Senior Pastor.

ACCOUNTABLE TO:

The Coordinator of Music Ministry will report directly to the Senior Pastor.

DIRECT REPORTS:

Organist/Pianist/Accompanist

QUALIFICATIONS:

- A strong spiritual character
- Ability to recruit and inspire others to grow their participation in music ministries
- Strong interpersonal/communication skills
- Prior musical leadership experience in directing choral groups
- Ability to lead multiple musical styles
- Enjoys working with various age groups
- Knowledge of Lutheran liturgy and theology
- Knowledge of various styles and trends in Christian Music
- Ability to provide direction in the use of both traditional and contemporary music

EDUCATION: A Bachelor's Degree in Music strongly preferred

WORKING ENVIRONMENT: Shares a temperature-controlled office environment and dedicated music room with organist/pianist/accompanist