

**FIRST PRESBYTERIAN CHURCH
Oak Ridge, Tennessee**

JOB DESCRIPTION

POSITION: Director of Music

PURPOSE: Prepare and direct music programs for adults, youth, and children, including choral and instrumental music of varying genres.

ESSENTIAL JOB FUNCTIONS INCLUDE:

- Conduct regular adult choir rehearsals.
- Direct music at Sunday worship services and other special services in accordance with the church calendar.
- Organize, prepare and direct music programs for youth and children.
- Attend Worship Committee meetings.
- Plan and schedule special music for each Sunday.
- Maintain regular contact with pastor and staff, ideally by attending church staff meetings.
- Work with the church office to meet publication deadlines.
- Coordinates activities and plans with the organist and Worship Committee.
- Arrange for instrumental or vocal music for special occasions, when needed.
- Other responsibilities as directed by the Pastor and Session.

ACCOUNTABLE TO: Pastor. The Director of Music may authorize expenditures after they are approved by the Worship Committee or Session.

QUALIFICATIONS:

- The ability to lead, encourage, and expand a music ministry within a congregation that recognizes the significant and joyful role a music program has in a worship service
- The ability to direct a group of volunteers of varying musical abilities and backgrounds with a shared enthusiasm for a music ministry
- An appropriate degree in music or a music related field, or an equivalent combination of education and experience
- Experience working with children and youth.
- Other skills needed include: interpersonal, oral, and written communication, organization and planning.
- Other desired qualifications include the ability to teach music skills, and provide accompaniment as needed.

OUR UNDERSTANDING OF WORSHIP AT FIRST PRESBYTERIAN CHURCH, OAK RIDGE:

We are called together in worship to celebrate God's overflowing love and to be filled for our service to God. As a loving and inclusive family, we will gather to share our awe, joy, praise, and thanksgiving. We will create an environment in which God can speak to each person through word, sacraments, prayer, and music, all honoring our Reformed traditions. We will express our conviction and accept the challenges of faith as we go into the world.

TERMS OF EMPLOYMENT: Part-time up to 20 hours per week. Non-exempt.