

Ministry Description
Director of Music
Gethsemane Lutheran Church

Position and Purpose:

The position of Director of Music is an hourly part-time position, of 10-12 hours per week. The purpose of this position is to uphold the liturgical tradition of the Lutheran Church through the careful planning and performance of music that enhances the worship experience of Gethsemane Lutheran Church.

Supervisor:

The Director of Music shall report to the Pastor as his or her direct supervisor.

Duties and Responsibilities:

The Director of Music shall:

1. Be responsible for the overall music ministry of the Congregation including playing the organ, keyboard and piano in a competent manner.
2. Receive guidance from and work cooperatively with the Worship and Music Committee, work cooperatively with the Church Administrator and with other committees and Gethsemane organizations in support of the Congregation's music ministry.
3. Serve as an ex officio member of the Worship and Music Committee.
4. Attend staff meetings.
5. Attend Council meetings as necessary and appropriate.
6. In cooperation with the Pastor and the Worship and Music Committee, select and coordinate appropriate music at Gethsemane weekly Sunday worship service.
7. In cooperation with the Pastor and the Worship and Music Committee, select and coordinate appropriate music for the following Gethsemane services: Advent Mid-Week, Christmas Eve, Christmas Day, Ash Wednesday, Lenten Mid-Week, Holy Week, and Easter.
8. Assume leadership for and coordinate the overall Gethsemane music ministry for both the contemporary and traditional services, by (a) proposing hymns and liturgy selections in cooperation with the Pastor and the Worship and Music Committee; (b) recruiting, training, rehearsing, and directing the adult vocal and bell choir; (c) arranging occasional special musical programs or recitals; (d) encouraging the development of musicians in the Congregation by giving them opportunities to share their talents during worship services; (e) selecting for performance choral literature and other vocal and instrumental music in a variety of styles; and (f) maintaining and developing Gethsemane's music library.

9. Serve as the musician, provide advance music consultation, and attend rehearsals for weddings celebrated at Gethsemane and for funeral services at Gethsemane on a fee-for-service basis.
10. Report and make recommendations to the Worship and Music Committee with respect to the condition and maintenance needs of the Church organ, pianos, sound system, and other musical instruments.
11. Participate in the preparation of the music portion of the budget submitted by the Worship and Music Committee to the Church Council.
12. Submit musical information for Gethsemane publications in a timely manner.
13. Manages music-related expenditures of the budget.
14. Maintain and provide to the Gethsemane office and the chairperson of the Worship and Music Committee a current list of substitute musicians to be contacted in case of emergency of illness.

Additional Provisions:

The Director of Music shall have the right of first refusal with respect to providing music at any weddings, funerals, or special services held at Gethsemane.

Compensation: Negotiable