

First Presbyterian Church
801 South High Street
Columbia, Tennessee 38401
<http://1stprescolumbia.org>

Interim Director of Music
Job Description

Job Responsibilities

- Coordinate the following music ministry activities within the life of the church, in accordance with the Senior Pastor: Chancel Choir and Handbell Choir, children and youth choirs.
- Primarily rehearse and direct the Chancel Choir and Handbell Choir, but also be responsible for assisting and supporting the volunteer directors of the children and youth choirs
- Work with volunteer choir directors to coordinate music selections and performance dates
- Participate in all worship services through directing the choirs. Such services include the 10:30 Sunday worship service, special services such as Maundy Thursday, Holy Week, Good Friday, Christmas Eve, etc. (scheduling conflicts can be negotiable)
- Help plan regular and special worship services with the Worship Committee and/or Pastor
- Attend weekly staff and worship planning meetings, if schedule allows. Communicate weekly with the Pastor to coordinate anthems and assist in the process of selecting hymns in accordance with the liturgy and scripture for each Sunday's worship service and special services
- A minimum of 15 hours per week for a part-time position up to full time at 35-40 hours a week for full-time would be required
- Familiarize yourself with the church guidelines for music in funerals. Be able to select music and direct should the choir be asked to sing.

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Expectations:

The Interim Director of Music will be part of a talented and compassionate team. Gifts will range and vary. Roles carry specific needs, but the ministry is one. Those who have served us have embodied the following characteristics:

- Shows a love for Jesus Christ, the church, and all those God brings to First Presbyterian Church, Columbia
- Strives to be a part of a collaborative team while providing valuable input to worship
- Shares in the overall work of ministry and serving in the core values of the church's ministry
- Maintains a high level of musicianship while promoting faith through music
- Encourages open participation by creating a welcoming environment
- Arrives on time, prepared and well-organized
- Communicates effectively
- Trusts and is trustworthy
- Cares generously, thinks deeply, listens patiently, and loves faithfully
- Works hard, laughs often, assumes the best intentions of others
- Leads with love and encourages others to do the same
- Knows church is more than a gathering of beliefs, but rather a collection of relationships
- Prioritizes what matters most and discerns the wisdom to remember that it is always people
- Maintains an ego large enough for confidence, yet small enough for humility
- Knows that the choir room, classrooms, and committee meetings are all holy places

Accountability

The Director of Music serves under the direction of the Senior Pastor/Head of Staff.

Terms of Employment

Hours, salary and benefits, and vacation time will be based on the contracted job description and commensurate with education and experience.

Application Information

Please submit resume to First Presbyterian Church, attn: Beth Patton, pattonb3@gmail.com

Part-time or Full-time considered

First Presbyterian Church, Columbia does not discriminate on the basis of race, age, color, sex, sexual orientation, national origin, physical or mental disability, or religion.

