

DIRECTOR OF CONTEMPORARY MUSIC

Purpose

To plan and lead the music ministry for the Contemporary Worship Service.

Accountability and Working Relationships

The Director of Contemporary Music is accountable to the Head of Staff, and the Session through the Personnel Committee. This person shall work closely with the Pastors, and the Worship Committee. This person will also work cooperatively with the church office staff, and various volunteers involved in supporting music programs.

Qualifications

The preferred requirement shall be a bachelor's degree in music, or comparable music training. Ensemble leadership and keyboard skills are necessary and transposition and instrumentation skills desired. In addition, we desire that the person in this position shall have good creative, teaching, and organizational skills, flexibility and openness to a variety of musical styles. The person should possess initiative and willingness to expand the existing program as needed with potential for supplemental special music programs. The person's theology and practice of Christian faith must be consistent with our Presbyterian Reformed tradition.

Responsibilities

In consultation with the pastors, plan and lead the music for Contemporary Worship, to include the following:

1. Recruit volunteer musicians and vocalists to serve as the YES Praise Ensemble.
2. Plan and lead weekly rehearsal for the YES Praise Ensemble.
3. Lead music at Contemporary Worship service
4. Maintain and build on the library of music for use in this ministry
5. Seek, maintain and communicate copyright permissions as needed
6. Send music & other information for the worship bulletin to the church administrator
7. Supervise appropriate use, storage & maintenance of musical equipment
8. Plan and provide for music for special events in consultation with the pastors and the Organist and Director of Traditional Music.
9. Regularly attend meetings of the Worship Committee (Ex Officio).
10. Attend staff meetings as needed.
11. Comply with Guilford Park Presbyterian Church's Protection Policy as well as the Employee Responsibilities found in the Personnel Committee's Policies and Procedures.
12. Consult with Pastor/Head of Staff and Worship committee to develop a program of contemporary music.

Compensation

This position is a part-time position estimated to require 10 hours per week with six Sundays of personal leave. The personnel committee will recommend annually any salary adjustment and allowance for continuing education.

Employment

The employment relationship between the Director of Contemporary Music and Guilford Park Presbyterian Church may be terminated by either party upon four weeks notice, except that the church may terminate the relationship for cause without such notice.

Evaluation

Annual performance reviews will be conducted by the pastor/Head of Staff in conjunction with the Personnel Committee.

Approved By Personnel Committee: May 9, 2016 and by Session: May 15, 2016