

# Loch Raven United Methodist Church

## *Music Director*

### **Job Description**

The “Music Director” at LRUMC is a musician/administrator who leads the entire LRUMC Music Ministry. The LRUMC Music Ministry currently consists of Organist/Pianist, Chancel Choir, Children’s Choir, Youth Choir, Handbell Choir, Praise Band and Liturgical Dance. The Music Director is someone who can perform as an Organist/Pianist and direct the Choir. The Music Director must have a well-endowed knowledge of traditional church hymns, be flexible and willing to employ a variety of music styles including, but not limited to, gospel, spiritual and contemporary church music to serve LRUMC’s multi-cultural and multi-generational church. The position requires someone who has technical skills to include, but not limited, to the basic use of a sound system, the basic tools used for social media and music software. While it is not required, LRUMC encourages performances by the Music Director on a secondary musical instrument or as a soloist (vocal or instrumental). The LRUMC Music Director must have strong interpersonal skills. As the leader of the LRUMC Music Ministry, The Music Director will work with the Pastor, music staff and volunteers, church employees, church committees and the congregation to foster innovative ideas and concepts to advance the LRUMC Music Ministry.

### **Responsibilities**

- Coordinate, supervise and manage the entire LRUMC Music Program
  - Organist/Pianist
  - Chancel Choir
  - Children’s Choir
  - Youth Choir
  - Hand bell Choir
  - Praise Band
  - Liturgical Dancers
  - Guest/Substitute Instrumental or Vocal Performers
  
- Collaborate with the pastor to support the pastor’s choice of service music
- Maintain a performance and rehearsal schedule for LRUMC Music Ministry to include all regularly scheduled Sunday morning services (traditional and contemporary), Soloists (Vocal or Instrumental) special services (Ash Wednesday, Holy Thursday, Good Friday, Thanksgiving Eve, Christmas Eve), and other services which may occur.
- Prepare and submit an annual budget for the LRUMC Music Ministry
- Build a community among the music staff and musicians by assessing their work as well as encouraging and supporting their musical development
- Collaborate with the Pastor, music staff and church committees to develop and support strategies to incorporate music into the total life of the church
- Prepare program information for the church bulletin
- Lead and engage the congregation in song during all worship services
- Manage routine maintenance of church instruments, sound system, robes, music library and software
- Facilitate diverse groups, good relationships, and flexibility across our congregation, spanning multiple music style preferences including traditional hymns, sacred choral music, contemporary worship music, world music, and classical pieces, delivered with a variety of instruments and performance methods including live and recorded.
- Manage copyright compliance, permissions, and contracts for music used by the church
- Coordinate other special music performances as appropriate
- Outreach both within the congregation and to the broader community to develop music programs to support LRUMC’s broader missions.

### **Hours/Schedule**

- This is a part-time position based on 20 hours a week, which includes Sunday services, rehearsals and other worship services.