



SUSANNA WESLEY UNITED METHODIST CHURCH

Title: Director of Contemporary Music Ministries (Job Description)

Reports to:

The Mission of Susanna Wesley UMC is to make Disciples of Christ through loving, serving, encouraging and growing together.

Organizational Purpose

Develop and direct the contemporary music ministry to meet SUSANNA WESLEY UMC's strategic vision by participating in the weekly development and execution of worship at the contemporary services, delivering a consistent, spiritual music experience for parishioners who attend those services. This position is geared intentionally toward building up volunteer musicians to direct worship in various venues. Current venues include Sunday morning's worship service. Ensure the contemporary music program supports the focus areas of the church (Worship, Grow, and Serve).

Essential Functions

- Work with the Pastor to develop a vision for contemporary worship and ensure the vision is conveyed to music teams in a unifying manner.
- Develop and maintain a contemporary worship music program to foster spiritual and musical growth of the congregation and involved volunteers at Susanna Wesley UMC.
- Plan contemporary worship services (currently Sundays 10:30AM) in partnership with pastor/staff, as well as appropriate and timely dissemination of details to staff and volunteers.
- Serve as music Director for the praise team by scheduling musicians and directing weekly rehearsals and services to achieve desired effects, including coordination and balance of dynamics, rhythm, tempo, choral tone, and harmony.
- Identify, recruit, and select vocalists and instrumentalists to serve in the praise team in all contemporary venues. Partner with Director of Traditional Music as appropriate to create program for recruitment that canvasses a broad base of potential participants.
- Coordinate with A/V team volunteers in support of audio technology as needed.
- Arrange for substitute musicians and music for worship services, when necessary.
- In coordination with the Director of Traditional Music, provide budget request for contemporary worship.
- Attend staff meetings and other governance committee meetings as necessary in support of Music Ministries.

- Identify current trends in contemporary music and promote new ideas to expand the scope and capabilities of contemporary music opportunities.
- Research and recruit outside musical groups to enhance the worship experience of parishioners.
- Foster and train young and/or casual musicians for praise team through open rehearsals and informal music collaboration with groups of musicians.
- Plan and implement special contemporary music events, including but not limited to, providing music for student ministry events, retreats and church-wide events.
- As requested, provide contemporary music for additional worship services during the year.
- Continue to grow and develop personally and professionally in regards to the Christian faith, the administration and operation of the contemporary worship, and the management and leadership skills as they pertain to church volunteers.
- Bible Study functions are optional for the praise team.
- Vacation's = 3 paid Sundays per year.
- Perform other duties as assigned by the Pastor.

Qualifications. Education or Experience

- Evidence of formal music training preferred.
- Contemporary Christian musical performance experience, proficiency in vocals and the demonstrated ability to play one or more directing musical instruments.
- Experience recruiting and directing a contemporary Christian music team.
- Experience with technical aspects of musical worship services (i.e. soundboards, lights, etc.).
- Knowledge of the importance of music in worship and Christian spiritual development.
- Must be proficient with Microsoft Office and other software systems, in the areas required by the position; proficiency in a music notation system is a plus.
- Budget preparation and implementation experience required.
- Exhibits the ability to communicate clearly and concisely,
- Good planning and organizational skills.
- Ability to direct and develop teams.
- Detail oriented.
- Experience managing a church-wide music ministry in a church that includes other styles of music in addition to contemporary music as well as multiple subordinate employees is desired.

Core Competencies

Creating the New and Different: Comes up with a lot of new and unique ideas; Can facilitate effective brainstorming; Easily makes connections among previously unrelated notions; Has good judgment about which creative ideas and suggestions will play out successfully in the congregation and/or community; Is good at bringing the creative ideas of others to fruition.

Technical Learning: Picks up on technical things quickly; can learn new skills and knowledge; is good at learning new industry, company, product or technical knowledge—like Internet technology; does well in technical courses and seminars.

Getting Organized: Can marshal resources (people, funding, material, support) to get things done; Develops schedules and task/people assignments; Breaks down work into the process steps; Can orchestrate multiple activities at once to accomplish a goal; Uses resources effectively and efficiently; Anticipates and adjusts for problems and roadblocks; Evaluates results; Arranges information and files in a useful manner.

Managing Volunteer Teams: Is a good judge of talent; Can articulate the strengths and limitations of people; Provides the information people need to know to do their jobs and to feel good about being a member of the team; Provides individuals with timely information so they can make accurate decisions; Clearly and comfortably delegates both routine and important tasks and decisions; Lets people finish and be responsible for their work; Tends to trust people to perform; Shares wins and successes; Fosters open dialogue; Creates a feeling of belonging in the team.

Action Oriented: Enjoys working hard; is action oriented and full of energy for the things he/she sees as challenging; not fearful of acting without a minimum of planning; seizes more opportunities than others.

Approachability: Is easy to approach and talk to; Spends the extra effort to put others at ease; Can be warm, pleasant, and gracious; Is sensitive to and patient with the interpersonal anxieties of others; Practices attentive and active listening; Has the patience to hear people out; Can accurately restate the opinions of others even when he/she disagrees; Is an early knower, getting informal and incomplete information in time to do something about it