

# MUSIC MINISTER

The Music Minister, supervised by the Senior Pastor, is responsible for providing staff-level leadership to the entire church in the area of music. More particularly, the Music Minister will be responsible for organizing weekly celebrative, meaningful worship services; creating and stewarding musical opportunities for service; and leading the overall music ministries of the church. They will also oversee the funding of all the music ministries of the church. Effectiveness will be measured through the spirit in which duties are carried out; the skills exhibited in communication with church members, committees, and other staff; and other timeliness with which routine as well as special assignments are accomplished.

## 1. Anticipated Time Commitments

- a. Doing ministry/preparing for ministry: Work schedule will be at least 20 hours per week.
- b. Participating in meetings/training: Weekly staff meetings when time permits and in Leadership Team meetings.

## 2. Ministerial Responsibilities

- a. Adequate time should be allocated for study
  - i. For personal growth & self-improvement
  - ii. For selecting Bible-centered songs, cantatas and musical presentations
  - iii. To remain abreast of current publications that aid in spiritual growth
- b. Ample time should be allowed for prayer
  - i. For music and song selections being chosen for worship
  - ii. For personal spiritual growth
  - iii. For the needs of those associated with the music ministry.
  - iv. For the staff and the members of Rock Spring as a whole.
- c. Assist the pastor in planning Spirit-filled and meaningful worship services.
  - i. Services should be biblically based and celebrative in nature.
  - ii. Services should increase the participants love for God and desire to follow Him in obedience.

## 3. Administrative Responsibilities

- a. Help in leading the church's worship services, including congregational singing on Sunday and Wednesday and schedule appropriate practices.
- b. Recruit new members for the music ministry.
- c. Help coordinate the planning of special worship services such as Easter, Christmas, revivals, cantatas and services which include youth and children participating in the song service.
- d. Select, arrange and direct special singing or instrumental groups and soloists.
- e. Coordinate with sound technicians as needed.
- f. Plan and direct at least one special musical a year.
- g. Prepare and administer the Music Ministry budget in cooperation with the Finance Committee.
- h. Insure proper maintenance of musical instruments.
- i. Organize and store sheet music and books for church choirs and musical groups.

- j. Stay informed about current worship trends, methods and materials utilizing them when appropriate.

#### 4. Conditions of Employment

- a. A Music Minister shall be chosen and called by the church whenever a vacancy occurs. The candidate's election shall take place at a meeting called for that purpose, of which at least a two-week public notice has been given.
- b. A Search Committee working in conjunction with the Senior Pastor, shall be appointed by the church to seek out a Music Minister, and its recommendation will constitute a nomination. The Search Committee will consist of five people. It will have a 2/3 gender ratio with at least one active deacon. The Committee shall bring to the consideration of the church only one name at a time.
- c. The candidate shall share with the church his/her personal testimony and call to ministry. No candidate shall be considered for Music Minister who cannot endorse the RSBC Constitution and Policies and Procedures without reservation.
- d. Elections shall be by ballot on a Sunday designated for that purpose, an affirmative vote of three-fourths of those present being necessary to offer the position to the candidate.
- e. The Music Minister, thus elected, shall serve until the relationship is terminated by his/her request or the church's request. The Music Minister shall give at least four weeks' notice at the time of resignation before terminating his/her responsibilities.
- f. Compensation will be according to the recommendation of the Deacon Fellowship & the Finance Committee.
- g. Work will be supervised by the Senior Pastor.

#### 5. Qualifications

- a. A personal relationship with Christ and a sense of God's calling into music ministry.
- b. An ongoing student of the Bible who leverages a Christian witness into personal evangelism and ministry.
- c. Abilities to foster church growth, leadership training, human relationships and administration – particularly through the music ministry.
- d. Ability to use presentation software, music software, and general office software in the delivery of music/worship within services.
- e. Evidence of Christian morals and ethics through a personal/family lifestyle.
- f. Affirmation of the mission and core values of Rock Spring Baptist Church.
- g. A spirit of Christian love, interest, and fellowship with other people.
- h. Ability to cooperate with Senior pastor and other ministers in supporting and correlating the total ministry of the church.
- i. Ability to teach and coach musicians at various skill levels.
- j. An appropriate breadth and depth of musical training and experience (formal musical education/training preferred).