

Job Description: Director of Music Ministry
Aldersgate Abilene Methodist Church
Abilene, Texas

Summary

The mission of Aldersgate Abilene Methodist Church (AAMC) is to raise up deeply devoted disciples of Jesus Christ. The Director of Music Ministry will oversee all aspects of music ministry, including the Chancel Choir, Jubilee Handbell Choir and Children/Youth Choirs. This position may be either part-time or full-time. Workdays will generally be Sunday - Thursday.

The Director of Music Ministry should utilize a variety of music styles (e.g., gospel, classical, contemporary, modern, etc.). Beyond worship services, the Director of Music Ministry may host music events at the church. They may also hold outreach events in the community and team up with other ministries of AAMC and other local churches for joint performances. The Director of Music Ministry will be responsible for overseeing the work of church instrumentalists/vocalists and music ministry volunteers, as well as any other staff that report directly to them. AAMC will allow for church facilities and instruments to be used for teaching private lessons during times that do not conflict with AAMC scheduled hours and events involving the Music Ministry. While AAMC will retain usage rights for any custom written pieces for worship services and AAMC related events, the Director will be permitted to sell or distribute their work as they deem fit.

Minimum Qualifications

- Bachelor's degree preferred with focus on music, education, or theology.
- Minimum 3 years experience leading a choir or music program.
- Administrative and budget management experience.
- Basic computer skills and experience with Apple products.
- Ability to play basic keyboard and other instrument knowledge.
- Strong communication skills.
- Ability to lead the congregation to worship God through music.
- Ability to listen to and communicate with people of all ages and musical backgrounds.
- Interest in a wide range of musical experiences.
- Ability to work with volunteers and committees.
- Sensitivity to what makes worship effective.

Primary Responsibilities

- Plan, rehearse and execute all choral and liturgical music, including vocal and instrumental offerings, for both traditional and modern service elements.
- Participate and contribute in worship service planning in order to create a thematically centered and well-coordinated service.
- Work with audio/visual technicians to establish best practices.
- Maintain and oversee all musical instruments and materials.
- Hire and manage instrumentalists and vocalists when approved by the Pastor/Church Administrator and submit hours for payroll.
- Recommend annual music ministry budget.
- Oversee the music ministry budget and adhere to financial accountability.
- Produce children and youth music programs.
- Actively recruit new choir members.
- Actively recruit new instrumentalists.
- To promote the spiritual life of the congregation and its members through music ministry.
- Offer solo and ensemble performance opportunities integrated into worship services throughout the year, presented by all ages.
- Coordinate musicians as needed for weddings, funerals, and other celebrations at the church.
- Integrate music ministry with the mission of the Church

Additional Responsibilities:

- Support and coordinate with all staff for church events and activities.
- Prepare reports of music ministry to Leadership Board
- Book musical events on the calendar.
- Continued education both about music and the people in the congregation/community so that music can be planned appropriate to their needs.
- Develop and support effective musical leadership in the church.

Expectations for each Staff Member

- Agreement with the doctrine of the Global Methodist Church
- Meet regularly with the Church Administrator.
- Participate in weekly staff meetings.
- Participate in the life of the church.
- Have the ability to maintain and keep confidences.
- Support the missions of the church.
- Model Christian behaviors.

- Act in a professional manner.
- Engage in congregant care.
- Support other staff members and foster a healthy work environment.
- Any and all other responsibilities as assigned.

Application Information

Interested parties are invited to submit cover letters and resumes to the Search Committee:
apply@aldersgateabilene.org.