

MILLS RIVER UNITED METHODIST CHURCH  
137 Old Turnpike Road, Mills River, NC 28759

*A Church Community, A Community Church*

POSITION TITLE: Director of Music  
REPORTS TO: Senior Pastor  
STATUS: Full time, salaried

Primary Purpose:

Working with the pastors, musicians and other staff members, the Director of Music shall assist in leading a comprehensive program of music for the congregation.

Essential Duties:

- envision and implement a ministry of music for the congregation
- plan music for worship services and other special events and services of the church
- lead rehearsals of choirs( chancel and children's), youth orchestra and handbells
- recruit and cultivate participation in the music ministry of the church
- develop budgets for all music related groups and communicate with Church Administrator regarding budgets
- work with music ministry staff to ensure effective implementation of the music life of the church
- participate as a committed member of a staff team

Administrative Duties:

- maintain music libraries
- oversee music budget
- purchase supplies and music for the music ministry
- oversee maintenance on musical instruments throughout entire church

Qualifications:

- understanding of and commitment to Christian worship in the United Methodist tradition
- formal training in music theory, performance and composition
- proficiency in conducting choral groups
- strong interpersonal skills with people of all ages and abilities

Experience:

- extensive experience in directing and implementing a ministry of music
- capacity to engage and motivate volunteers

Other Requirements

- annual Safe Sanctuary training
- participation in staff planning retreats
- weekly attendance at staff meetings
- participate in one continuing education event annually to increase understanding, skills and enthusiasm for this work
- annual review with the Sr. Pastor and Staff Parish Relations Committee
- other duties as assigned by supervisor