

# Job Description

**Job Title:** Music Director

**Summary of Job:** Responsible for the music program of Six Mile Run Reformed Church.

**Reporting Relationship:** Reports to the Pastor

**Essential Functions:**

1. Serve as the organist/pianist for worship services, both the weekly service of divine worship and other special services as approved by Consistory (currently that includes: Ash Wednesday, Maundy Thursday, Good Friday, Christmas Eve, etc.). Should additional services be scheduled, three (3) weeks notice shall be given to the Music Director;
2. Provide preludes and postludes from the sacred and classical repertoire for organ and piano;
3. Select appropriate repertoire for, rehearse, direct, and accompany the Chancel Choir which will sing at least three (3) times a month in the services of divine worship from mid September through early June;
4. Select appropriate repertoire for, rehearse, direct, and accompany the Children's Choir (Joy Express) which will sing regularly in the services of divine worship approximately every five (5) or six (6) weeks, and occasionally for special events (i.e. Christmas Eve);
5. Assist with the production of the Christmas Pageant, the Summer Music Camp, and other endeavors as they may come up (three [3] weeks notice shall be given);
6. Promote the musical gifts of the congregation and rehearse and schedule for performance soloists and small groups (as their proficiency levels allows them to provide inspirational music for services of divine worship);
7. Ensure that the musical selections of the different groups are diverse while maintaining strong Reformed theological emphases;
8. Present the chosen repertoire to the Pastor for review, comments and final approval before distribution;
9. Provide musical support for weddings and funerals as requested by pastor as his/her schedule permits.

**Job Expectations:**

The Music Director will

1. provide these services by working on average 10 to 12 hours per week;
2. work collegially with and report to the Pastor;
3. function as an effective, supportive and enthusiastic member of the church's leadership team;
4. meet with the pastor at least once a month to plan and coordinate musical choices for the services of divine worship;
5. meet with the Music and Worship Committee (when functioning) as often as possible to plan and coordinate musical choices for special events;
6. arrange for substitutes when absent. Substitute organist/pianist engaged to cover for approved vacation will be paid by SMRRC. Financial arrangements for other coverage will be the Music Director's personal responsibility, but must still be approved ahead of time.

**Core Competencies:**

The Music Director will possess

1. strong collaborative leadership skills;
2. excellent communication skills and ability to use multiple media platforms for communication;
3. ability to work with all ages;
4. an understanding of Reformed Liturgy or a willingness to learn;
5. comfort level with diverse musical styles and flexibility.