

**Happy Corner Church of the Brethren  
7037 Union Road Clayton, OH 45315**

**Director of Music Ministry  
Position Description  
(Part Time)**

**General:**

The Director of Music ministry shall be responsible for coordinating the best possible appropriate music for worship services and other church events. He/She shall seek to provide musical leadership, including musical education from children through adult. The Director of Music Ministry will contribute to the larger ministry of the church...Continuing the work of Jesus; peacefully, simply, and together.

**Spiritual Qualifications:**

- Professes Jesus Christ as Lord, Savior, and life example to follow.
- Committed to personal spiritual growth and a Christian lifestyle.
- Considers this position as a ministry.
- Practices good stewardship in relationship to a worshipping church community.

**Skills Needed:**

- Spiritual gifts will include Music, Leadership, Administration (planning and organizing) and Nurture (listening and mentoring).
- Ability to research and secure rights to copy for music that is being used for worship through CCLI, Brethren Press, and/or copyright holder. This includes the ability to reproduce and project songs used in worship.

**Experience Preferred:**

- College Degree from an accredited college or university (Associate or Bachelors degree) or equivalent experience.
- Three years of music leadership experience (preferably in the church environment).

**Reports to:**

- Senior Pastor for supervision
- Personnel Team for office policy shifts and recommendations (to include review of Job Description, Evaluation, and Employment Covenant).

## **Specific Responsibilities:**

The Director of Music Ministry shall:

1. In coordination with Worship Team and Choir Director, plan music for two worship services (8:15 and 10:30 am) and other special services including Christmas Eve, Easter Sunrise, Maundy Thursday, and Ash Wednesday.

Skills for this include:

- A) A knowledge of Sacred/Contemporary Christian Music which is appropriate and compliments the message of the services/activities (i.e. Hymns, Offertory, Benediction, and Special Music.) Music from within the Church of the Brethren shall be emphasized.
  - B) Ability to motivate, encourage, and nurture special music selections by soloists, ensembles, instrumentalists, etc. which would compliment the services/activities of the Happy Corner Congregation.
  - C) Depending on the gifts of the Director of Music Ministry, he/she would be encouraged to participate through sharing special music, song leading, and/or directing.
  - D) Other worship/music duties in coordination with Sr. Pastor and Worship Team.
2. Manage the music budgetary expenses (organist, sheet music, aids, etc.)
  3. Ensure the flow/order of music lyrics is correct and relayed properly to the Audio/Visual Team for worship services.
  4. Part of Church Staff. Attend the weekly staff meeting.

## **Ministry Team Involvement:**

Will attend the following meetings.

1. Worship Team for recommendation of music.
2. Ministry Coordinating Team in representation of the music department.
3. Weekly Staff Meeting for communication of music ministry plans/needs.
4. Other Ministry Teams as needed.

Send Resume and references to:

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Clayton, OH 45315  
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