

Job Description: Music Director at Peace Dale Congregational Church

Position Title: Music Director

Reports To: Senior Pastor

Position Type: Part-Time

Location: Peace Dale Congregational Church, South Kingstown, RI

Position Overview:

The Music Director will oversee and lead the music ministry at Peace Dale Church, ensuring that all aspects of worship are musically enriching and spiritually uplifting. This role involves directing 2 choirs, both the traditional choir and the praise team. The Music Director will also be responsible for helping to lead worship services, attending monthly Music Board meetings, and collaborating with church leadership to create a dynamic and engaging worship environment for the congregation.

Key Responsibilities:

1. Worship Leadership:

- Work with the pastor to coordinate worship services, ensuring the music aligns with the theme and message of each service. Meet with the pastor bi-weekly to collaborate about the upcoming services.
- Select songs and music that enhance the worship experience and encourage congregational participation.
- Lead the 2 weekly rehearsals and direct the musical elements during Sunday services, special events, and seasonal services (e.g., Christmas, Easter).
- Supervise and collaborate with the bell director regarding bell performances during worship.

2. Music Ministry Development:

- Recruit, train, and mentor volunteer choirs of various singing aptitudes.
- Recruit outside musicians when needed. Oversee these musicians.
- Cultivate a culture of spiritual growth through music, fostering an environment where the congregation can connect deeply with God.
- Encourage participation from all church members in the music ministry, including various age groups and backgrounds.

3. Team Leadership and Collaboration:

- Work collaboratively with the Senior Pastor, worship planning team, and other church ministries to ensure a cohesive and effective worship experience.
- Provide leadership and guidance to the worship team during rehearsals and performances, ensuring high standards of musicality and excellence.
- Assist sound and media teams, ensuring smooth operations during live services and events.

4. **Administrative Duties:**

- Maintain and manage the church's music library and worship resources, ensuring the availability of sheet music, lyrics, and other materials. This includes identifying and purchasing new music.
- Oversee the scheduling of music team members for worship services, special events, and rehearsals.
- Meet with the Music Board each month and maintain communication with the Music Board Chair as necessary. Assist the board in their goals.
- Help guide the board with the church's music budget, including purchasing instruments, music materials, and sound equipment as needed. This includes active monitoring of the music budget and participation in creating the yearly budget.
- Communicate with the choirs about the upcoming programs, and load music into the *Planning Center* online worship planning system.

5. **Spiritual Leadership:**

- Support the church's mission and vision through music, helping to create shalom and justice for all.

Qualifications:

- **Experience:** Previous experience in leading worship and/or directing a music ministry in a church setting.
- **Musical Proficiency:** Strong skills in both vocal and instrumental music, organ and keyboard. Proficiency in guitar or other instruments is a plus. A strong familiarity with both hymnody and the modern praise music genre is essential.
- **Leadership:** Ability to lead and inspire a diverse team of musicians and volunteers.
- **Communication:** Excellent communication skills with the ability to collaborate effectively with church staff and volunteers.
- **Organizational Skills:** Strong organizational abilities, with the ability to manage multiple tasks, schedules, and events.
- **Technical Knowledge:** Basic knowledge of sound and media systems, with the ability to assist in the setup and operation of worship-related technology.

Preferred Qualifications:

- A degree in Music, Worship Ministry, or related field is a plus.
- Experience in arranging and composing worship music.
- Knowledge of contemporary worship styles as well as traditional music and hymns.

Work Environment:

- Work is primarily based in the church setting, including office work, music rehearsals, and worship services.

- The position requires evening and weekend hours, particularly for Sunday morning worship, rehearsals, special services, and events.

Compensation:

- The music director's salary is competitive. It is commensurate with the amount of responsibilities taken.

This job description serves as a guideline and may be updated or modified based on the evolving needs of the church and music ministry.

May 2025