

JOB DESCRIPTION

JOB TITLE: Music Director

SUMMARY: Part-time, Salaried, Non-exempt position reporting to the Sr. Minister. Accountable for Music program leadership under the direction of the Minister, and requires skills necessary to provide high quality and inspiring music for services, special functions, and retreats. Additional tasks, not specified herein, may be assigned and can account for up to 20% of all tasks which is considered “other tasks as assigned”.

RESPONSIBILITY: Serves as the Music Ministry leader, providing a safe and nurturing environment for spiritual growth and awakening through music. Duties include the following:

- Conduct services of a professional musician, music coordinator, and key point of contact for the music program which includes planning, coordination, implementation, and evaluation.
- Select and schedule musicians for both on-line and in person service(s).
- Coordinates stage set-up and equipment.
- Selects music for Sunday service(s) in coordination with the Senior Minister.
- Rehearses for and participates in weekly Sunday service(s) and coordinates musical coverage on agreed upon Sundays off.
- Rehearses with and leads volunteer song leaders and choir.
- Attends and participates in worship team meetings.
- Plans and develops musical programs for special services, functions, and retreats.
- Provides budget information to the Senior Minister on a regular basis.
- Maintains musical resources.
- Provides program reports to the Minister, in a mutually agreed upon format and frequency, which include program opportunities for extra income, program growth or policy recommendation.

QUALIFICATIONS: This role requires an experienced, professional musician with leadership ability and the following education, skills, and abilities:

- Education / Experience: Any combination of musician skillset, program leadership, and/or music educational program management which meets the position requirements. BA or BS preferred.
- Sensitive to group energy and understanding of how to elicit emotion through music.
- Possesses a variety of these skills: Play one or more musical instruments (piano, keyboard, guitar preferred), perform vocally (solo/background/with other vocalists), chart music, write/develop inspiring musical programs, lead/direct group singing/musical activities, and develop background music appropriate for meditation.
- Able to develop positive relationships within the volunteer community and with leadership. Excellent verbal and written communication skills.
- Adaptable to change. Due to seasonal events and special projects, this position will sometimes require evening and additional weekend hours, with prior notice.
- Well-organized, customer service oriented, servant leader who creates a culture which inspires excellence, teamwork, service leader mindset, and integrity.
- Prefer exposure to Unity teachings.