



## **Director of Worship and Music (full-time)**

May 6, 2015

Christ the King Lutheran Church (ELCA) seeks a full-time Director of Worship and Music who will work closely with the pastors and other congregational leaders to provide the richest possible worship life within the congregation. The Director focuses on enriching Christ the King's spiritual life by developing corporate worship, by leading the community in worshipful song and special musical offerings, and by identifying, recruiting, and involving people from a wide range of backgrounds and levels of ability. Depending on interest, skills, and experience, the Director may also lead one or more of the following: Sanctuary Choir, youth/children's choir, as well as various vocal or instrumental ensembles. The Director reports directly to the Senior Pastor, supervises other music staff, and works collaboratively with the Worship and Music Committee.

### **Duties and Responsibilities**

- 1) Worship Planning
  - a) Meeting regularly with pastors for hymn selection and seasonal liturgy development.
  - b) Coordinating anthems and special musical offerings with organist, Sanctuary Choir director, bell choir director, children's choir director, and volunteers.
  - c) Exploring worship music from a variety of sources and styles and introducing it to the congregation.
  - d) Mining and managing the musical resources within the congregation.
  - e) Facilitating communication between the various worship leaders and other stakeholders (pastors, musicians, sound and light technician, Worship and Music Committee, operations/facilities staff, worship assistants, hospitality teams, and other volunteers).
  - f) Organizing special worship services, serving as point person for guest musicians.
  - g) Managing online resources and copyright permissions for the congregation.
- 2) Worship Leadership
  - a) Providing confident, worshipful, and engaging leadership of congregational song.
  - b) Leading the congregation in an expanding variety of worship elements, including the creation and introduction of new liturgical material.
  - c) Directing and leading a carefully planned worship order, while also allowing for flexibility and improvisation as needed.
  - d) Accompanying instrumentalists, vocalists, choirs and ensembles as needed.
- 3) Music Direction
  - a) Accompanying rehearsals of the Sanctuary Choir as coordinated by the Sanctuary Choir Director, conducting rehearsals in his/her absence.
  - b) Convening, conducting, and accompanying rehearsals of other vocal and instrumental ensembles as needed, in coordination with other music staff.
  - c) Arranging selected music for congregational singing, anthems and special music.

- d) Serving as resource person for musical events in the life of the congregation, including (but not limited to) concerts, cantatas, the annual youth musical, the Sunday School Christmas pageant, and Vacation Bible School.
- 4) Administration
- a) Supervising the work of the Organist, Bell Choir Director, Children/Youth Choir Director, Sanctuary Choir Director, Sound/Light Technician and PowerPoint Operators.
  - b) Transmitting information for bulletin and slide projection as appropriate to the Communications Coordinator, Administrative Assistant and/or volunteer(s)
  - c) Attending staff meetings, worship planning meetings, staff retreats and other staff and leadership events.
  - d) Assembling and monitoring the music budget, including management of purchasing.
  - e) Coordinating with guest musicians, including arranging payment of any stipends.
  - f) Managing a maintenance schedule for music properties and materials, including the music library, choir robes, pianos, organ, and other instruments.

### **Skills and Qualifications**

- 1) Demonstrated knowledge of Lutheran theology and liturgical practice, including:
  - a) a commitment to the centrality of worship to congregational life and community;
  - b) an understanding of musical leadership as an essential ministry in the church;
  - c) a vision for making use of a rich diversity of musical contributions in worship.
- 2) Ability to participate collegially with pastors and other staff members, and work well with a wide variety of congregational leaders and members.
- 3) Proven skill and competency at piano and/or guitar, as well as a strong working knowledge of other instruments. Experience and proficiency on pipe organ would be a plus.
- 4) Experience in transcribing, arranging, and transposing music required. Background and ability in musical composition preferred.
- 5) Experience and competency directing music ensembles of a variety of age groups.
- 6) Broad knowledge and experience with sound systems and digital projection systems.
- 7) Familiarity with software and other resources that may be useful to worship planning and leadership (e.g. PowerPoint, Planning Center, SongSelect, *Sundays and Seasons*, etc.).
- 8) Familiarity with and interest in engaging in continuing education and local leadership networks in the areas of worship, music, and the arts.
- 9) Bachelor's degree in music, church music, or other related degree.

### **Hours and Salary**

This is a full-time, year-round, exempt position based on an average of 40 hours per week.

Salary will be commensurate with qualifications and experience, in accordance with salary guidelines of the Saint Paul Area Synod.

Review of applicants will begin immediately. Position is open until filled.

Preferred start date is July 1, 2015, although other possible start dates could be considered.

Send cover letter and resume to Pastor Peter Hanson at [peterhanson@lifeatctk.org](mailto:peterhanson@lifeatctk.org)