

# DIRECTOR OF MUSIC

The Director of Music will take primary responsibility of coordinating Sunday gatherings, leading the music ministry, and developing and recruiting music volunteers. The DoM will work with the Lead Pastor to help cast and implement the vision for gospel-centered and excellent music for our gathered worship services.

## QUALIFICATIONS

- Candidates for this position must have a personal relationship with Jesus Christ as their Lord and Savior and must demonstrate the reality of that relationship through their life and testimony.
- Candidates must believe in all of the Bible as the inerrant and infallible Word of God. The candidate will also be expected to assent to the Westminster Confession of Faith.
- Candidates must have relevant work experience and/or a minimum of or working towards a bachelor's degree in a related academic area (formal and/or extensive experience preferred)
- Candidates must be proficient in Microsoft Word, Excel, managing social media accounts
- Candidates must be competent and confident in leading from guitar or piano, express knowledge of basic music theory, technologically inclined, general audio/visual setup.

## EXPECTATIONS

- All staff are expected to participate as an active member in the church.
- Coordinate and schedule all musicians and vocalists
- Train and oversee team(s) for providing musical accompaniment during church services.
- Develop musicians, vocalists, and future team leaders through regular rehearsals.
- Help construct liturgies for all church services, including the selection of (and, where appropriate arranging of) their songs and hymns.
- Manage presentation software (ProPresenter)
- Establish proper coordination of print management and ensure all projects are completed on-time.
- Prepare sanctuary for corporate worship
- Upload audio from sermons and share via social media account
- Attend regular staff meetings

Missio Dei Church's day-to-day mission is:

*"to be a church with passionate faith in Jesus Christ that sacrificially loves, serves those in need, and draws people into an ever-deepening relationship with God."*

Our ultimate goal and vision for Missio Dei Church is:

*We exist to give great glory to Jesus.*

- Oversee the development and implementation of gathered worship and other seasonal services (Lent/Advent). The expectation for the DoM is that the individual is either to be leading, participating, or coordinating on a weekly basis.
- **Christmas and Easter:** These two holidays are considered “working Sundays” where all staff will be working. If there are extraordinary circumstances where time off is requested, it may be submitted to the elders for their consideration.

## COMPENSATION AND OTHER INFORMATION

- **Part-time salaried position:** Exempt from overtime
- **Reports to:** Lead Pastor
- **Flexible hours:** Flexible hours are allowed from week to week. The employee is required to communicate office hours to the Lead Pastor at least two weeks in advance.
  - An average of 16 hours per week is expected. The Church understands that there will be some weeks where that there will be less hours worked while there will be other weeks where the average is exceeded.
- **Time Off:** The Church grants up to six (6) Sundays for paid time off. A minimum of two weeks notice is required.
- **Compensation:** \$10,000-\$15,000 per year to start (paid on the 15<sup>th</sup> and 30<sup>th</sup> of the month), commensurate with leadership experience and availability
- **At-Will Employment:** This agreement represents the entire understanding between the parties and there are no other verbal or written agreements. Your employment with Missio Dei Church is entered into voluntarily and either party can terminate the employment relationship at any time, for any reason, with or without notice. Ordinarily, 30 days notice of termination will be provided by either party but may be waived under extraordinary circumstances.