

St. John Lutheran Church Choir Director

Job Description

General Description: The Choir Director is an integral part of the worship leadership team.

Accountability: To the Pastor and Church Council/Worship & Music Committee

Responsibilities:

1. Coordinate and lead a vibrant music ministry of both professional/volunteer musicians and singers.
2. Select appropriate music for choirs and ensembles to perform, reflective of the liturgical calendar of the church year and passages for the day.
3. Coordinate worship hymn selection with the Pastor and submit along with anthem titles and special music titles for each Sunday's worship services to the church secretary in a timely manner (typically 5 days prior to applicable service).
4. Coordinate Sunday Cantor Program (when choir is absent).
5. Direct the choir during weekly rehearsals, additional rehearsals as needed, and all scheduled performances.
 - a. Two rehearsals and one choral offering in worship each week (Rehearsals Wednesday night and 10:00 Sunday morning; choir sings at 11:00 Sunday worship, Special music program during summer months, with 4 weeks leave/year.)
6. Develop a chorus calendar and syllabus that includes weekly participation in rehearsals and performances as approved by the Worship & Music Committee; coordinate special music to include instrumental musicians, soloists and Louisville Lutherans.
7. Attend Worship & Music Committee meetings once a month (first 15 min. for report).
8. Conduct choral offerings for special mid-week worship services such as Ash Wednesday, Maundy Thursday, Easter, Christmas Cantata and all Christmas Eve services.
9. Participate in preparation of annual music budget.
10. Oversee choral music library.
11. Actively recruit for choir, volunteer instrumentalists, etc.
12. Aspirations: Work towards Summer Music Program (solos, small volunteer ensembles, etc.), Bell Choir, Louisville Lutherans ("Swing Choir"), Early Service Special Music (Choral trios, quartets, and instrumentals).
13. Maintain enthusiastic and positive attitude with commitment to serving the church and local community.

Qualifications:

- Experience directing choirs.
- Bachelor's degree with a music major or minor.
- Ability to lead and perform various styles of music; high level of overall musicianship.
- Enthusiastic, positive, and organized with excellent personal communication skills.
- A demonstrative life of Christian faith and practice, and holds a commitment to Christian theology that is compatible with the doctrine, values and traditions of the Evangelical Lutheran Church in America (ELCA).

Evaluation:

- First three (3) months will be a probationary period with required weekly communication (either in person or by phone or email) with the Pastor.

- Annual evaluation will be conducted by August 1st of each calendar year by the Pastor.

Terms of Employment:

- Compensation: \$11,000-\$15,000 a year, depending on education and experience
 - Vacation days: 4 Sundays (weeks) per year (prior notification given to Pastor)
 - Weekly hours: Approximately 6 hours/week, not to exceed 10 hours a week.
 - Wednesdays, 6:00 – 6:30 pm early service choir rehearsal, 6:30-7:30 pm chancel choir practice
 - 10:00 am – 12:30pm each Sunday (choir rehearses at 10:00 am prior to service; service begins at 11:00 am and ends at 12:30pm); times may vary for special holiday services.
 - Planning time: Approximately 1.5 hours per week.
 - Occasional Early Service, Bell Choir and Louisville Lutherans rehearsals and performances
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