

Lyttleton Street United Methodist Church
1206 Lyttleton Street, Camden, SC 29020

Director of Music

Position Summary

The Director of Music leads and develops the church's music ministry, creating opportunities for members of LSUMC to grow in their faith through music and use their talents to glorify God.

Employment Details

- **Classification:** Non-exempt, salaried
- **Schedule:** 40 hours per week, plus additional time as needed to complete duties
- **Reports To:** Senior Pastor and Staff-Parish Relations Committee

Key Responsibilities

Worship & Service Planning

- Collaborate with clergy to plan worship services, including music selection and bulletin preparation.
- Plan and coordinate music for funerals.
- Lead music for special services, feast days, and liturgical seasons.
- Assist with music planning and leadership for Vacation Bible School.

Music Leadership

- Direct the Chancel Choir and Chancel Bells.
- Direct or oversee 2–3 additional choirs or bell groups (children, youth, or adult).
- Oversee contemporary worship band and church organist.
- Conduct instrumental ensembles for special services and events.

Program Development

- Recruit and encourage participation in all music ensembles.
- Recruit and coordinate volunteers for the music ministry.
- Work collaboratively with Children's and Youth Ministry leaders.
- Coordinate scheduling for youth music programs.

Administration & Stewardship

- Develop and manage the annual music budget (subject to approval).
- Oversee designated music funds with the Finance Committee.
- Maintain church instruments and music library.
- Coordinate advertising and hosting concerts and special musical events.
- Attend staff meetings, Worship Committee meetings, and Church Council meetings.
- Serve as an ex-officio member of the Scholarship Committee.
- Participate in continuing education (up to two weeks' paid leave provided).

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Additional Duties

- Perform other duties as assigned by the Senior Pastor.

Qualifications

Education:

- Bachelor's degree in music (church music, choral conducting, or music education) or equivalent experience required.
- Master's degree preferred.

Experience:

- Four or more years of church music experience preferred.

Skills & Abilities:

- Strong organizational and leadership skills.
- Ability to work independently and collaboratively.
- Ability to direct and encourage musicians of all ages.
- Professional, positive representation of the church.
- Maintain confidentiality.
- Piano and organ proficiency preferred.

Working & Physical Requirements:

- Indoor (ambient temperatures) and occasional outdoor work (seasonal temperatures);
- Some lifting may be required; up to 40 lbs.