

Emmanuel Baptist Church

Hiring: Part-time Director of Music Ministry

Salary:

Job Description:

Principal Function: Under the ultimate supervision of the Senior Pastor and the direct supervision of the Sacred Arts Ministry (SAM), the Minister of Music works cooperatively with the aforementioned parties to envision, develop, and manage the Music Ministry, which uses music as a key means of exaltation of Christ, evangelization of seekers, and edification of believers.

Job Classification: A part-time, salaried staff position*.

Working Relationships: The Minister of Music works primarily, yet not exclusively, with the Worship Planning Team and the Servant-Leaders who oversee the various divisions (Dance, Drama, Music, & Technical Arts), which constitute the Sacred Arts Ministry (SAM).

Responsibilities: The Minister of Music will be expected to:

- Direct the planning, coordination, operation, and evaluation of the entire Music Ministry.
- Coordinate the Music Ministry with the annual calendar and weekly focus of EBC.
- Works with the Worship Planning Team on deciding goals for recruitment, leadership, development, and organizational process.
- Works on the creation and management of the Music Ministry budget.
- Aid the Senior Pastor and Worship Planning Team in planning, coordinating, and executing weekly worship experiences.
- Teach music that is theologically sound, biblically based, and culturally relevant.
- Select and provide music for all life-cycle events, such as weddings and funerals, as well as special recurring events, such as Holy Week, Fall Revival, Church Anniversary, New Year's Eve, and Black History Concert.
- Field, evaluate, and select (in consultation with the Senior Pastor & Director of SAM) all requests, internal and external, for the participation of Music Ministry in both sacred and secular venues.
- Direct the main choir of EBC (Total Praise) and oversees all other singing groups, for example, the Children and Youth choirs.
- Prepare, supervise, and evaluate all vocalists and instrumentalists.
- Supervise all staff associated with Music Ministry --volunteer and paid.
- Manage the upkeep on all instruments and the musical library.
- Stay abreast of new and emerging worship trends within the USA and abroad.
- Accompanies the Senior Pastor to selected events.
- Perform other duties as assigned.

Requirements (Knowledge, Skills, and Abilities): The Director of Sacred Arts position requires:

- A minimum of 5 years of experience as the leader of a sacred arts department and a degree in music, with either a focus in voice, choral conducting, or music composition.
- Sound Christian character, which manifest itself in a willingness to align her/his life, personally and professionally, with the Christian Scriptures and the Spirit of Christ.
- High relational and emotional IQ.
- Superior musical, administrative, and leadership skills.
- Extensive experience working with African American artists in general and Christian artists in particular.
- Strong capacity to communicate clearly in both oral and verbal forms.
- Proven mastery of at least one musical instrument.
- Basic knowledge of and skill at using computer software, such as Word, Power Point, Outlook, and Excel.

Additionally, finalists for the Director of Sacred Arts will be required to furnish four (4) references** and pass a background check.

***A minimum 15 hours per week and a maximum of 25hrs.**

**** Four References (Must be able to speak to the candidate's competence as a leader, manager, and musician, but also to her/his Christian character):**

Two (2) references should be from Senior Pastors who supervised the candidate.

One (1) reference should be from a lay leader who has had an opportunity to observe the candidate's character and work.

One (1) reference should be from a fellow church musician.

All applicants should forward their information to

Forward Resumes to:

Emmanuel Baptist Church

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