

Music Director

Cottonwood Presbyterian Church

The Music Director plans, coordinates, and executes all the music ministry in the life of the congregation by directing the various musical groups, providing accompaniment during the worship services, and planning services with the Pastor and Worship Committee.

Qualifications:

- Personal faith life that is expressed appropriately through music and worship.
- Musical ability to play the organ, piano, direct choir and handbells.
- Ability to organize and prioritize, be personable, pay attention to detail and follow-up when needed.
- Effective communication skills both inside and outside the congregation and an ability to communicate with people of different ages, backgrounds, and cultures.
- Support the mission, values, and ministry of Cottonwood Presbyterian Church.

Responsibilities

Provide music direction & accompaniment:

- Act as the accompanist for congregational singing on the organ or piano as appropriate.
- Direct the Choir and Handbell Choir (weekly rehearsals Sep-May).
- Support the Praise Band and Children's Choir.
- Be available for special services such as Christmas Eve, Holy Week and funerals.
- Prepare and practice weekly for scheduled music in services.

Serve as a partner in shaping the role of music in Sunday Services:

- Assist the Pastor and Worship Committee in the preparation and planning of Sunday Worship Service with special detail paid to the role of music in the service.
- Select anthems that encourage, uplift, and connect with the liturgical year or current sermon series.

Foster a community of church musicians:

- Create space for varying levels of musical ability, and a sense of belonging and community.
- Engage the congregation in sharing their musical gifts and abilities when appropriate.
- Recruit and invite special musicians as needed, including funerals.

Music Administration:

- Attend Worship Committee meetings and staff meetings monthly.
- Review and assist with PowerPoint and bulletin information to the Office Manager and Pastor in a timely fashion each week.
- Recruit and organize substitute accompanist and director when unable to attend worship.
- Recruit and supervise the choir section leaders and any other music staff.
- Oversee the tuning and maintenance of all musical instruments.

Supervision and Compensation

- Works under the supervision of the Pastor/Head of Staff and the Music Director.
- Works with the Worship Committee and cooperates with the Administration Committee on performance evaluations and other matters of employment.
- This is a salaried (exempt) part-time position.

NOTE: While we would love to find a single candidate to fit this description, we're also open to the possibility of different musical gifts or a split role. If you don't fit all of the qualifications listed above but feel called, please apply anyway.