

JOB DESCRIPTION

December 7, 2021

JOB TITLE: Music Director

REPORTS TO: Worship and Music Chair, Ministry and Personnel Chair

POSITION SUMMARY:

The Music Director shall assist the congregation in experiencing a deeper sense of God's presence in our daily lives by providing all music for the services at Wesley United Church, including congregational hymn singing, church choir performances, communion, offertories, preludes and postludes. The Music Director, when possible, will attend the Worship and Music Committee meetings. If not possible to attend, a written report would be submitted. The successful candidate will be compensated according to the RCCO standards for 8 hours weekly up to Level 5.

DUTIES AND RESPONSIBILITIES:

Worship

- Collaborate with the Minister regarding the theme of each worship service
- Ensure that each Sunday service (including summer services) have suitable musical leadership
- Provide appropriate music for special services i.e. Advent, Christmas, Holy Week

Choir

- Plan and select the appropriate repertoire to be sung by the choir for each Sunday service
- Provide leadership and accompaniment for the volunteer adult choir in weekly rehearsals on set day of the week (1 ½ hours)
- Attend Church every Sunday morning at 9:15 a.m. to warm up the choir
- Teach healthy vocal techniques to all choir members while working on musicianship skills
- Possibility of tone chime choir/children's choir

Congregation

- Provide musical prelude prior to Sunday church service
- Accompany the congregation and choir for hymns as well as choir anthem during Sunday Church services from 10 – 11 am
- Provide musical interludes when necessary
- Perform postlude after Sunday Church service
- Develop and supervise the maintenance of the music library

Other Events

- Preferred availability to play and provide leadership for weddings and funerals when necessary
- If necessary, be available to accompany and provide leadership for the Choir at the Port Colborne Festival of Arts and massed choir events held at Fenwick, Fonthill, Wesley and Central United Churches
- Be available to play and provide leadership for special Christmas services
- Arrange for maintenance and tuning of musical instruments when necessary
- If unable to direct Sunday Service, shall arrange for a replacement (in cooperation with the Worship and Music Committee)
- Shall discuss remuneration for replacement with the Treasurer
- Shall seek the approval of the Worship and Music Committee for anything beyond the usual Sunday morning service i.e. guest soloist, time changes

WORKING ENVIRONMENT:

- May sit for extended periods
- Shall work collegially with the Minister and the Worship and Music Committee
- In case of an employment conflict, the directives of the Ministry and Personnel Committee will be followed

QUALIFICATIONS:

- Music Degree from accredited university or Conservatory of Music
- Ability to play other instruments and have a trained voice would be assets
- Choir Director experience
- Organizational and time management skills
- Must have reliable transportation
- Oral and written communication skills
- Demonstrated ability to plan, coordinate and evaluate musical programs
- Interpersonal skills
- Police Record Check dated at least 2 weeks prior to date of employment and updated every three (3) years thereafter (to be paid for by the Finance Committee)
- Must be fully vaccinated against COVID-19
- Have an understanding of the United Church of Canada