



JOB TITLE:

Director of Music Ministries

HOURS:

20 per week (approx.)

REPORTS TO:

Senior Minister

SUPERVISES:

Music Ministry Staff

JOB CLASSIFICATION:

Professional Staff

SCOPE OF POSITION

The Director of Music Ministries will coordinate the total music program of the church to worship God passionately.

SPECIFIC RESPONSIBILITIES

The Director of Music Ministries will:

1. Assert leadership for the overall ministry of music at Northway Christian Church, including children, youth and adult music programs.
2. Take initiative in evaluating the musical requirements of the church and makes the appropriate recommendations.
3. Perform administrative functions for the music ministry department and oversee the work of the other members of the music ministry team, encouraging communication and collaboration among team members.
4. Serve as director of the Chancel choir and uses his/her outside contacts to actively recruit specific voices as needed, as well as being active in the general recruitment and training of new choir members from the congregation.
5. Promote and support all church-related music programs and activities.
6. Plan, develop and implement music ministry services and programs for the church utilizing the available musical resources within the church.
7. Be responsible for the hiring of needed musicians for special services.
8. Attend staff meetings (schedule permitting), Worship Ministry meetings, Operations meetings and Board meetings.
9. Consult with the Senior Minister, the Executive Committee and any search committees before hiring music staff.
10. Be responsible for the inventory and maintenance/tuning of all church owned instruments.

SKILLS AND QUALIFICATIONS

- Must be a maturing Christian personally committed to spiritual growth through the disciplines of church membership and have a strong desire to help others grow in their relationship with Christ through servant leadership.
- If not a member of the Christian Church (Disciples of Christ), the Director of Music Ministry (DMM) must be willing to learn about our characteristic beliefs and practices and be prepared to publicly support those convictions.
- Have a heart for ministry and the culture of Northway Christian Church.
- Will become familiar with our congregational mission statement, long-range goals, and strategies, and will work to fulfill them.
- Should be able to work well with a variety of age groups and personality types.
- Flexible and comfortable in a dynamic, changing environment; able to accommodate the varying schedules of ministry.
- Ability to work both independently and in a team environment, always with a servant heart.
- Excellent communication skills and effective interpersonal skills.
- Superb organization skills.
- Proven attention to detail.
- Ability to conduct him/herself in a professional manner at all times.
- Should possess competent piano skills.

Work Experience:

- Three years plus experience in choral direction preferred. Ideally, the Director of Music Ministries will also have experience in orchestral direction.

Education:

- Should have a college degree and with a major or minor in music and have choral direction experience.

To apply for this position, please submit a cover letter and resume to John Ruth, Chair of the Search Committee, by email (jobs@northwaychristian.org) or by mail:

John Ruth
Northway Christian Church
7202 W. Northwest Hwy.
Dallas, TX 75225-2450