

Choirs and Bell Director Job Description

05/01/2023

Purpose: To coordinate and plan the vocal music program of the FUPC of Nampa.

Accountability: The Choir/Vocals Director is a disciple of Jesus Christ, committed to grow in faith, prayer, participation, and service to the FUPC of Nampa. S/he is accountable to the pastor as Head of Staff, and his partnership with the Worship Committee and Session.

Responsibilities: Plan the choir and other vocal aspects of the music program and make appropriate recommendations while considering input from the pastor and the worship committee.

- Coordinate/Direct the choir and praise choir, ensuring adequate practice time to maintain a high-quality worship music program.
- Coordinate/Direct the bells, ensuring adequate practice time to maintain a high-quality worship music program.
- Provide guest soloists, as needed.
- Develop the talents of the congregation and the children's ministry, by encouraging participation in the music ministry of the church.
- Assist in the development of a blended style of music ministry which includes traditional hymns and more contemporary forms of worship music.
- Attend worship committee meetings and meet with the Head of Staff, as needed, in preparation for Sunday Worship Service.
- Interact positively with church leadership, other staff members, members of the church music ministry, other church committees, and the congregation including the youth, adults, and the elderly.
- Ensure care, maintenance, and inventory of all equipment and music that pertains to your position.
- Use your knowledge, study, and practice of music to help inspire all musicians involved with music worship.
- Oversee the production of the slides used for the music program of worship by providing input the Secretary will use to create these slides.
- Other duties as outlined by Session.

Relationships: Relates to the Pastor as Head of Staff, other staff persons, and the Worship Committee.

Evaluation: Performance reviews will be conducted annually by the pastor as head of staff, and the session Personnel Committee. The session Personnel Committee will annually review the adequacy of compensation.

Salary Range: \$15,000-\$20,000/annually, depending upon experience and weekly time commitment.

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