

## Position Description

TITLE: Choir Director

LAST REVIEWED: 7/2018

REPORTS TO: Worship & Music Committee and Pastor

### POSITION SUMMARY

The Choir Director will perform all duties/functions relevant to the parish music program regarding the choir music program. This includes working to coordinate all aspects of music for worship services of the congregation through the Worship and Music Committee, and consulting with the pastor as necessary in carrying out these duties for the smooth functioning of relevant parish activities.

### PRINCIPAL ACCOUNTABILITIES

1. Plan/implement all aspects of the music for the choir in the liturgical services.
  - A. Conduct the Sunday choir
    1. Encourage members to recruit new members.
    2. Handle organizational matters.
    3. Plan music, procure sufficient music copies as needed for choir.
    4. Conduct rehearsals, or arrange for substitute when unable to be present.
  - B. Work with the organist (and other instrumentalists) for worship services.
  - C. Help coordinate and plan the music for special services in the church; working in consultation with the pastor as requested.
2. Keep current in regard to trends and direction of church music in the Lutheran church to assure music used in services is appropriate and in accordance with church tradition and current practices of the church.
3. Work cooperatively with congregation's staff as well as with the Worship & Music committee and maintain Christian attitude/behavior in dealings with clergy, parish members and the community in general as a representative of a Lutheran congregation.

### QUALIFICATIONS

1. Strong Christian faith, preferably Lutheran
2. A bachelor's degree in music preferred; experience in choral organizations and administration.
3. Experience in directing and conducting church music.
4. Knowledge of choir's role in liturgical services of the Lutheran Church preferred.
5. Possess genuine love of music and desire and capability to work well with choir members, regardless of their musical abilities/skills.
6. Reciprocal respect.