

Director of Music Ministries

Christ Lutheran Church
2610 Campbell St., Valparaiso, IN 46385
<http://clcvalpo.org>

Classification/Department:	Program	Employment Type	Employee
Employment Status / FLSA	Part-time / Non-Exempt (30 hours)	Supervises Others	No
Salary Range	\$35,000-\$42,000 base salary with benefits, based on experience	Reports to	Senior Pastor
Years of Experience	5+ preferred	Effective	January 9, 2018

Summary: The Director of Music Ministries serves the mission of Christ Lutheran Church by leading, coordinating, and administering vibrant, multi-generational, growing music ministries to enhance, enrich, and expand the congregation's ability with, participation in, and appreciation for varied musical genres, styles, and liturgical worship.

Essential Functions:

1. Lead, coordinate, and administer vibrant, diverse ministries of music in the congregation to include multiple age groups, experience and ability levels, and stylistic/genre diversity.
2. Lead, develop, coordinate and recruit musical ensembles to provide excellent, diverse musical leadership for the congregation. Empower, equip, and coordinate with leaders of various ensembles and musical groups. CLC ensembles include, at present: Adult Choir, Adult Bell Choir, Contemporary Group, Children's Choir, Children's Bell Choir.
3. Nurture the musical talents of all members of the congregation including children, teens, and adults. Seek out, encourage, invite, and equip members of all ages to participate in CLC's music ministries. Provide leadership and opportunities for developing the congregation's ability to actively participate in and enjoy music and worship.
4. Work with pastors, staff, and lay leaders in worship planning and leadership, attending to the breadth of genres in music, the creative possibilities of liturgy, and the relationship between worship and spiritual formation.
5. Provide instrumental leadership for the congregation's ministries, including pipe organ, piano, and other instruments as appropriate and necessary.
6. Lead the music ministries of the congregation to reach beyond CLC, such as: partnering with Valparaiso High School and other school music programs, organizing musical offerings for the wider community, providing music lessons to CLC members and members of the community.
7. Grow personally and professionally via regular continuing education opportunities, spiritual practices, and other enrichment opportunities.

Other Responsibilities:

- Participate in staff team activities, meetings, and team-building opportunities. Serve as a resource and support to other staff members.
- Act as primary staff liaison to the Worship and Music standing committee, Altar Guild, ushers, A/V team, and other groups involved in the worship life of the congregation.
- Maintain the music library and obtain copyright permission as needed, abiding by all rules and regulations. Coach the church staff in copyright permissions as needed.
- Ensure the proper care and maintenance of church-owned music equipment. Propose and purchase expansion of the congregation's musical instrumentation as appropriate and indicated.

Qualifications:

- A bachelor's degree in Music, Church Music, or other related degree is preferred.
- 5+ years' experience in music ministries preferred.
- Demonstrated knowledge and appreciation of Lutheran theology, liturgical practice and use of music in worship, including the incorporation of many different styles and sources of music into traditional liturgical frameworks.
- Must have the flexibility and desire to work with, recruit, and invite all age and skill levels.
- Considerable sensitivity to the relationship between spiritual formation and worship leadership is required.

Required Skills:

- Demonstrated skill and competency at the keyboard, particularly pipe organ and piano, and a working knowledge of handbell techniques.
- Experience and competency directing choirs and ensembles of all ages and skill levels, including training choirs in vocal techniques, and teaching and developing assembly singing.
- Competence with diverse musical styles.
- Ability to find and arrange music for various ensembles.

Core Competencies

- **Interpersonal Skills:** Works well with people at all levels, ages, and abilities in the congregation; builds appropriate rapport; demonstrates appropriate and bounded expressions of care for others; is approachable; seeks out and intentionally builds new relationships.
- **Creativity and Innovation:** Is attentive to possibilities for new opportunities for musical expression and worship; designs and develops systems and procedures to support innovation and coordination of the musical programs in the congregation; balances innovation and tradition; is energized by expanding musical experience and participation.
- **Initiative:** Enjoys working hard; is self-motivated; not fearful of taking calculated risks; learns from mistakes; seeks out and seizes opportunities; sets demanding but achievable objectives for self and others.
- **Volunteer Management and Teambuilding:** Demonstrates the ability to lead others; is effective at identifying, inviting, and recruiting participation in the congregation's music ministries; is attentive to community members' response to music and worship; equips, supports, coordinates, and celebrates the ministries and leadership of others.
- **Technical Expertise:** Maintains professional competency in keyboard and conducting; seeks out continuing education opportunities to keep skills current and develop new skills in conducting, ensemble leadership, musical leadership, and musical styles; proactively seeks to expand experience and competency in varied genres and musical styles.
- **Worship Leadership:** Demonstrates an understanding of liturgy as the work of the people; is attentive to and embraces the multiplicity of age groups participating in worship; combines elements of theology, music and art to promote experiences of the sacred; is attentive to the atmosphere and flow of worship to design and lead worship as spiritual formation.

All members of CLC's staff team will exemplify:

- **Spiritual Maturity:** Shows strong personal depth and spiritual grounding; actively seeks opportunities to grow in faith; is able to articulate and describe their own spiritual journey.
- **Integrity and Trust:** Is emotionally mature; practices direct, honest and transparent communication; avoids communication triangles; admits mistakes; demonstrates appropriate personal boundaries in relationships; productively engages and resolves personal conflict.

- **Team Orientation:** Demonstrates interest, skill and success in team environments; understands and supports the importance of teamwork; promotes group goals ahead of personal agendas; steps up to offer self as a resource for other members of the team; shares credit for success with others, takes responsibility for his or her part in team failures.

Additional Benefits offered

- The Director of Music Ministries may, at their discretion and in cooperation with congregational schedules, use space and instruments at Christ Lutheran Church to offer private lessons.
- Two weeks vacation, plus 2 weeks continuing education. Four Sundays off per year.
- Right of first refusal for weddings and funerals, for additional compensation.
- A great location in a vibrant community that includes Valparaiso University, about an hour from Chicago.