

**Center Presbyterian Church**  
211 Center Street  
Slippery Rock, Pennsylvania 16057

**Center Presbyterian Church, PC (USA) is a welcoming and supportive meeting place serving our community and world through the power of the Holy Spirit.**

**Position Description: Church Music Director**

**Position Opens: September 1, 2020**

**Position Purpose:** To plan and oversee the music for all worship services with the guidance of the pastor and the worship and music committee. To serve as the organist and director of the adult and youth choirs. Coordinate and cooperate with the orchestra and bell choir directors.

**General Responsibilities:**

1. Provide the worship music preferably with the pipe organ. Conduct and accompany the choir for the weekly Sunday service. Piano can be used to accompany choir or for instrumental music.
2. Schedule special music for Sundays when the choir is not singing.
3. Responsible for piano and organ tuning and maintenance.
4. Organize and maintain the music library.
5. Responsible for the approval of any outside group to use the piano or organ.
6. Responsible for security of the organ and piano.

**Adult Choir Director Responsibilities:**

1. Rehearse and conduct the adult choir for Sunday worship services and other special events, including, but not limited to Christmas Eve, Maundy Thursday, Easter, ordinations and cantata Sundays.
2. Provide special music during Advent, Christmas, Lent, Easter and other Christian holy days and observances following the church calendar.
3. Encourage participation from church membership and inspire the choir in their role to provide praise for worship.
4. Select and purchase music for choir within budget.
5. Schedule cleaning of choir robes.
6. Maintain choir folders.

**Youth Choir Director Responsibilities:**

Rehearse and conduct the children's choir to sing monthly for Sunday worship services.

**Organist and Pianist Responsibilities:**

1. Proper use of 1969 D.A. Flentrop tracker organ and Yamaha Concert Grand Piano.

2. Right of first refusal to accompany any wedding or funeral held at the church. Fees to be charged per contract.

### **Knowledge and Experience:**

1. A commitment to Christ and a calling to Christian music leadership.
2. Requires a music or music education degree with training in voice, organ and piano.
3. Competency to play pipe organ and piano
4. Competency in choral conducting
5. Preferred to have 3-5+ years' experience in music ministry.
6. Requires PA mandated background checks and clearances.
7. Strong organizational and communication skills to interact effectively with voluntary church musicians of all ages.
8. Effective leadership skills to promote positivity, inclusiveness of different types of music, flexibility and encouragement to volunteer music program participants.

### **Direction and Decision Making:**

1. Reports to the church pastor who provides overall supervision and direction.
2. Participates in the Worship and Music Committee meetings to plan music for regular worship services and special events. Accepts direction and input from the Worship and Music committee.

### **Hours and Compensation:**

1. The position generally requires a weekly commitment of 10-12 hours. Preparation time will vary with the expectation that the music will be of good quality and church musicians have had adequate practice to perform.
2. The Music Director is expected to lead the music for weekly Sunday morning worship service. This includes a choir warm up before the worship service, service music and leading the choir. The choir is on break during the summer months.
3. The Director is to lead choir practice on Wednesday evening.
4. Vacation is 4 Sundays per year. Music director will pay substitute that they engage for any additional vacation.
5. Compensation will be commensurate with experience and skill level.

### **Contract and Performance Review:**

1. Shall have a written contract.
2. Contract will be reviewed annually in conjunction with the annual performance review conducted by the Personnel Committee.

To apply for this position, please submit resume including three references to [Center211@zoominternet.net](mailto:Center211@zoominternet.net) or to:

Center Presbyterian Personnel Committee  
Center Presbyterian Church  
211 Center Street  
Slippery Rock, PA 16057