



Norway Grove Memorial Lutheran Church

820 River Road DeForest, WI 53532

608-846-9711

www.norwaygrove.com

Job Description | Music Director

This role has the responsibility to coordinate the duties/functions relevant to the parish music program; leads all aspects of music for worship services of the congregation. Consults with the Council and Pastor in carrying out these duties. This role reports to the Pastor.

This job requires a commitment of 20 hours/week, which includes Wednesdays, Sundays and Holiday services plus prep time during the week. There are 4 services (Wednesdays or Sunday) of paid vacation time for each year. Required to attend staff meeting once per week. Compensation is \$16-20, and employment is offered pending results of background check.

Position Responsibilities

- Coordinates and performs music for regular and special worship services including: Advent, Christmas Eve, Easter, weddings, funerals, concerts, dramas, plays, fundraisers, etc.
- Conducts regular rehearsals and lends support where needed to prepare soloists, choirs, contemporary music teams and bands for regular and special worship services.
- Meets regularly with the Pastor to coordinate worship objectives and vision
- Recruits, develops and supervises volunteer musicians to support and accompany the music ministry of regular and special worship services.
- Attends staff meetings and attends other meetings as needed to support worship music activities (for training, discipling, planning, mentoring, goal-setting, etc.)
- Coordinate substitute musician(s) to cover services when Music Director is taking vacation or ill.
- Builds and equips a team of lay leaders and/or staff for music ministry (may include musicians, vocalists, choir director)
- Spiritually nurtures and disciples the lay leadership involved in music ministry
- Communicates the vision for music ministry at Norway Grove under the leadership of the Church Council and Pastor
- Facilitates learning of and participating in music and liturgical elements of worship
- Work with various music technologies and the Technology Committee
- Co-direct Christmas program with the Elementary and Middle School Youth Coordinators
- Develop, promote and lead youth musical groups and musicians, may work with Youth Coordinators for help with this
- Responsible for managing budget line item

Qualifications

- Demonstrated ability to supervise and coordinate volunteers/staff
- Bachelor's Degree in Music is preferred
- High degree of proficiency in supporting congregation singing along with proficiency in the use of keyboard instruments.
- Management skills including goal setting, visioning, team building, budgeting, computer skills, etc.
- Understands and supports Lutheran liturgical arts and practices and contemporary liturgies and music
- Understands music as a ministry and the role music plays in the worship experience
- Able to work with all ages and a variety of music styles
- Strong written and verbal communication skills