

Adult Choir Director

Wesley United Methodist Church
Tyrone, PA

POSITION SCOPE: This position is part-time. Choir starts after Labor Day and goes through May. The Adult Choir Director for Worship shall be responsible for developing, leading, and directing the church's adult choir. He/she will manage the schedule for special music, groups, etc. performing in the worship service. He/she will oversee the church's music budget. He/she will act in accordance with Wesley United Methodist Church core values and mission statement.

POSITION ACCOUNTABILITY: The Adult Choir Director will work under the direct supervision of the Pastor. He/she will also coordinate with the Media Director as needed.

POSITION QUALIFICATIONS: The Adult Choir Director must have good administrative, planning, communication, and interpersonal skills. He/she must be able to schedule and coordinate music groups, soloists, instrumentalists, etc. in concert with the worship service leaders and planning teams. He/she needs to have musical abilities, experience participating in and leading music performance groups, and ideally a music education background or experience directing a choir and/or instrumental groups. The Adult Choir Director must be able to work as part of a team. He/she will demonstrate a mature and visible commitment to Jesus Christ as Lord.

RESPONSIBILITIES:

1. Recruit and develop laity to use their gifts and talents in the worship of God through music.
2. Create and manage a schedule for the various music groups and soloists to support the worship services and special events.
3. Select and purchase music for the adult choir, prepare for and lead weekly choir rehearsals, and conduct the adult choir in the worship services.
4. Sort and file choir music.
5. Provide administrative support to the various music performance groups of the church, including overseeing the church's choral budget lines.
6. Support the church's mission of using worship and music as an outreach tool for the church.
7. Schedule substitute director for Sunday worship as needed.
8. Make arrangements for cleaning of choir gowns.
9. Attend church staff meetings as required.