



CHURCH STREET UNITED METHODIST CHURCH
Knoxville, Tennessee

DIRECTOR OF MUSIC MINISTRIES

Church Street United Methodist Church, Knoxville, TN, seeks a full-time, highly skilled, energetic, and visionary Director of Music Ministries to provide artistic, organizational and spiritual leadership.

Sunday morning worship services at Church Street are held in a Gothic style nave and focus on liturgy, prayers, preaching, and music in the classical tradition. Church Street has a strong tradition of intergenerational music leadership in its worship services, with a large Parish Youth Choir leading each Sunday's early worship service and a large Parish Adult Choir leading each Sunday's second worship service. Experience and a passion for leading both the Parish Youth and Parish Adult Choirs are key to success in this position. **Anticipated Start Date: August 1, 2024**

ABOUT CHURCH STREET UNITED METHODIST CHURCH

Dating from 1816, the historic Church Street United Methodist Church is located in the heart of the Knoxville business district within walking distance of the campus of the University of Tennessee. With a membership of approximately 2,500 from a wide geographic region, the church engages members in a variety of biblical/Christian discipleship studies and outreach/mission endeavors.

Sunday morning worship services at Church Street are held in a Gothic style nave and focus on liturgy, prayers, preaching, and music in the classical tradition. The church seeks to maintain and build on its strong, reputable tradition of excellent choral and musical arts in worship.

Church Street's **Welcome Statement** relates the church's ethos regarding outreach and welcome in the name of Jesus Christ: *All are welcome at Church Street! We believe every person is of sacred worth and created in God's image. We welcome and celebrate the gifts God has given to all persons without regard to race, color, national origin, ethnicity, age, gender, disability, status, economic condition, sexual orientation, gender identity, or religious affiliation. We respect diversity of opinion and expressions of Christian faith. We believe God loves everyone unconditionally! As God loves us, so let us love and serve in the name of Christ.*

JOB RESPONSIBILITIES OF THE DIRECTOR OF MUSIC MINISTRIES

The Director of Music Ministries coordinates all aspects of the music ministries for the purpose of promoting the spiritual life of the congregation and helping members strengthen their Christian faith journeys.

Specifically, the director's responsibilities are as follows:

RELATIONSHIP TO THE CONGREGATION, ORGANIZATIONAL STRUCTURE AND MISSION:

- Coordinate the planning and implementation of a comprehensive music ministry for the congregation and community;
- Work closely with clergy and worship team in providing music for worship services, weddings, funerals and other services;
- Recruit, lead and supervise music ministry staff (paid and volunteer), scholarship singers, and guest musicians;
- Advise music-related volunteer councils/committees;
- Advocate the concerns of the music program and keep the congregation informed regarding goals, needs and resources of the music program;
- Provide administrative reports as required or requested;
- Follow procedures for employees as established by Staff-Parish Relations Committee;
- Report to the Senior Pastor.

PLANNING

- Work closely with clergy and worship team in planning liturgy and music for worship services, weddings, funerals and other services;
- Prepare and record audio and video of anthems and solos for *Rejoice!* online worship ministry;
- Participate in weekly staff meetings, Church Council, Worship Committee, and other meetings or committees, as needed;
- Consult and collaborate with clergy and other church program staff (e.g., Youth and Children's Ministers) in the development of related programming;
- Know and be responsive to overall goals and needs of the congregation when planning appropriate musical experiences for the congregation and community;
- Lead ongoing evaluation and assessment of the music program.

PROGRAM DEVELOPMENT

- Develop and support effective musical leadership in the church;
- Provide opportunities for the development of musical skills, spiritual growth, and Christian fellowship to participants in music ensembles and programs;
- Coordinate and cultivate the graded choir program*;
**Existing choirs include: Parish Adult Choir, Parish Youth Choir, Adult Handbell Choir, Primary and Chorister Choirs (Elementary), and Kinder Choir (Preschool-K). Traditionally, the Director of Music Ministries has rehearsed and conducted the Parish Adult and Youth Choirs, and the Handbell Choir.*
- Envision and coordinate special music programs (including the annual Master Arts Series), youth and adult choir tours, concerts or services for Lent/Easter, Advent/Christmas and other seasons and events, as deemed appropriate;
- Assist, as needed, in providing music for other church functions (e.g., children's ministries, Christian education, United Women in Faith);
- Lead in the development of new initiatives to meet the musical needs of the church.

EQUIPMENT OVERSIGHT

Ensure the proper care and maintenance of all musical instruments, tower bells, choir robes and other music materials owned by the congregation.

BUDGET INPUT

- Prepare and submit budget needs for music and equipment upon request;
- Oversee the music budget and income generated from music endowment funds and fundraising projects, including annual UT football parking fundraiser.

COPYRIGHT SEARCHES

Secure copyright approvals for all music that will be used within the music ministry.

PERSONAL AND PROFESSIONAL DEVELOPMENT

Continually pursue opportunities for personal, professional and spiritual enrichment.

OTHER

Perform other related duties as assigned.

MINIMUM QUALIFICATIONS:

- Demonstrated Christian commitment
- Master's degree in church music (or other comparable, certified training) or conducting
- Strongly preferred: 5 years prior experience in leadership and supervision of church music ministry
- Expertise in conducting choral and orchestral music
- Knowledge of church history, worship styles and experience with the traditional liturgical calendar
- Sensitivity to the *mystery* of the worship experience
- Interest in a wide range of musical experiences
- Excellent interpersonal skills
- Desire and ability to work with persons of all ages and musical backgrounds, encouraging their growth spiritually and musically
- Ability to work with volunteers and committees
- Superior organizational and leadership skills to lead a comprehensive music and worship program

APPLICATION PROCEDURE:

To Apply: Interested applicants should submit a cover letter demonstrating your philosophy of ministry through music, as well as a resume or curriculum vitae, with a minimum of three professional references, no later than **February 29, 2024**. Please use the form linked on our website at www.churchstreetumc.org/careers.

Note: Additional materials, including the following, will be requested of applicants who are selected for further review:

- Recordings of worship services or musical programs
- Narrative statement providing information regarding the candidate's Christian faith journey, repertoire, challenges encountered in working with volunteers or staff and how these challenges were addressed, musical experiences or interests not related in the personal resume, views on worship and appropriate music.

All qualified applicants will receive equal consideration for employment without regard to race, color, national origin, sex, age, disability, veteran status, or any other characteristic protected by federal or state law. Church Street United Methodist Church is organized for religious purposes and is substantially controlled and supported by the United Methodist Church. Consequently, Church Street United Methodist Church, under an exception from the prohibitions contained in Title VII of the Civil Rights Act of 1964 concerning religious discrimination in employment, exercises preference in employment on the basis of religion so that it may fulfill its vision and mission as a Christian community. Church Street United Methodist Church is an equal opportunity/affirmative action employer under all applicable civil rights laws and affirmatively states that it does not discriminate based upon protected characteristics.