

## **Milford First United Methodist Church**

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The Music Director for the For Heaven's Sake Praise Band is responsible for leading, Providing administrative assistance and supporting the musicians (and others who assist) in creating the Contemporary Worship Services each Sunday. This includes:

1. Making out schedules for the Contemporary Worship Team involved in crating the worship service.
2. Leading weekly band rehearsals to prepare band for worship each Sunday.
3. Recruiting all necessary musicians, in order to utilize all instruments and voices, with enough substitutes to give band members at least 1 week off per month.
4. Recruit and lead (other personnel) i. e. Sound Technicians, Communion stewards, and Ushers.

Additionally, the Contemporary Music Director is responsible for the selection and arrangement of the music to be played each Sunday. This entails:

1. Attending the Worship Planning meeting each month.
2. Meeting with the Worship Leader(s) and or Pastoral staff, assisting in the coordination of the month music selection process for each Sunday service.
3. Maintaining a library of music to be learned by the band.
4. Listening to Contemporary Christians Music in search of new songs to be added to the service.
5. Working with Worship Leaders and or Pastoral staff in subscribing to music services in an effort to obtain new music and arrangements.
6. Assisting in the designing of creative, and inspiring worship for the Contemporary Worship service
7. Preparing 5 or 6 pieces of music ready to perform each Sunday.
8. Working directly with Pastoral staff as well as other music staff regarding planning special events within the service.
9. Attending all Sunday morning worship experiences and rehearsals.

The Music Director is also responsible for leading the spiritual aspects of the Contemporary team's worship.

1. Maintaining and creating a spiritual and worshipful atmosphere during rehearsals.
2. Maintaining a spirit of community within the Contemporary Worship Team.

Competencies:

- a. Must have musical ability with leadership experience.
- b. Must have ability to read music, write out arrangements, lead sheets, and lyric and chord sheets for the singers and band..
- c. Must enjoy and have the ability to work with and organize volunteers.
- d. Must be cooperative with the current philosophy of the staff and congregation.
- e. Must have an understanding of the church and its ministry.
- f. Must have experience working with Praise Bands.
- g. Must have computer skills and Internet Access.

Responsible to:

1. Pastors and Staff of Milford First United Methodist church.
2. The Contemporary Worship Team
3. The Staff/Parish Relations Committee

Committee Participation:

- a. Direct: The Contemporary Worship Team, Church staff, Music and Worship Committee
- b. Indirect: The Staff Parish Relations Committee.

Terms of Employment:

1. Salary: Set annually in consultation with the Staff Parish Relations Committee.
2. The contract is Part-time not to exceed 15 hours per week. This is a 12-month contract.
3. Notice of termination by either party must be written and requires a 60-day notice after a 90 day probationary period.
4. Back Ground check required of all applicants.
5. The Support Staff Policy of the church shall be followed.

