

# WHITE MEMORIAL PRESBYTERIAN CHURCH

Raleigh, North Carolina

## **Associate Director of Music and Worship Arts**

This is primarily a music ministry position. Secondly, it has evolved to include staff oversight for a recently formed Liturgical Arts Guild which undertakes visual installations that enhance the worship experience in three worship spaces, as well as spiritually and theologically directed art installations throughout our campus.

OnPoint@1704 worship is a fourth Sunday morning worship service added four years ago. All four services share the same scripture readings, liturgy and sermon. Three of the services are held in the sanctuary with music leadership from vocal choirs and the organ with assistance from a variety of instrumentalists. The OnPoint@1704 service music is led by an ensemble of vocalists, guitars, various solo instruments, bass, keyboard, and percussion, and is held in the main hall of our newly constructed Edinburgh Building.

**Reports to:** Director of Music

**Directly Supervises:** N/A

Revised: 2-1-2020

**Status:** Full-Time

**FLSA:** Exempt

### **Job Summary**

Facilitate the planning and leadership of OnPoint@1704 worship through collaboration with music staff, program staff, and church members. Develop and direct ensembles of instrumentalists and vocalists to lead OnPoint@1704 worship music. Provide support to the overall Music and Faith Formation Ministries of the church. Provide pastoral care to members through worship leadership and encourage spiritual nurture among individuals and groups for which the position is responsible.

### **Essential Functions:**

- Share OnPoint@1704 worship planning and leadership with other staff as designated.
- Develop one or more ensembles of instrumentalists and vocalists to lead OnPoint@1704 worship music.
- Lead rehearsals to prepare music for weekly OnPoint@1704 worship.
- Be responsible for selection of music for OnPoint@1704 worship: ordering/downloading, cataloging, and licensing.
- Collaborate with other music ministry and worship leaders where music for OnPoint@1704 worship may be integrated into other services, such as mid-week services or occasional Sunday morning services in the sanctuary.
- Work in collaboration with other program staff and volunteers.
- Maintain a high level of communication with colleagues and collaborators.
- Facilitate and serve as staff liaison to the Liturgical Arts Guild.
- Provide supervision and musical guidance for the Youth Band.

**Other Responsibilities:**

- Provide music for Youth Events, PYC, and Faith Formation Events as requested and needed.
- Provide support and direction for Youth Choirs and Children's choirs as needs evolve and new ideas are generated.
- Maintain a schedule of office hours allowing for routine interface and collaboration with other church staff and participation in staff meetings.
- Work with administrative support staff to develop lay involvement in OnPoint@1704 worship music and services.
- Attend weekly music ministry planning meetings; staff planning retreats (three times per year); and bi-monthly staff meetings.
- Attend monthly Liturgical Arts Guild meetings.
- Attend monthly Worship Committee meetings as deemed necessary.
- Be available for weddings, funerals, retreats, and mid-week (Advent, Lent) services as requested or directed by the Director of Music.

**Minimum Qualifications:**

- Bachelor degree in music or sacred music. Advance degree in music or sacred music is preferred.
- Minimum of 1-3 years of previous church music employment, at least part-time, is expected.
- Be a person of strong Christian faith grounded in the Reformed tradition, who will strive to integrate music into the worship experience and life of the church community in such a way as to deepen the faith of its members.
- Demonstrated strong musical skills in playing and leading music for worship with attention to textual, theological, and musical content.
- Demonstrated organizational and leadership skills in managing rehearsal plans, service planning, ensemble recruiting, and resources.
- Ability to work in collaboration with other staff and church members.
- Ability to develop and encourage spiritual nurture among the groups for which you are responsible.
- Understanding of technology that supports OnPoint@1704 worship style and format.

**Core Competencies:**

- Accuracy and artistry in playing music to support worship.
- Ability to create or select service music accompaniments which support and encourage congregational singing.
- Ability to provide brief improvisations or transitions that lend to the flow of worship components.
- Ability to arrange works for the ensemble(s) leading OnPoint@1704 worship.
- Incorporate use of instrumental and vocal resources available.
- Demonstrate leadership ability, teamwork facility, and ability to take direction.
- Organize shared space and resources.