

**POSITION DESCRIPTION**  
**BELLEVUE PRESBYTERIAN CHURCH**  
**NASHVILLE, TN**

**TITLE:** Director of Music Ministries

**CLASSIFICATION:** Part-Time, Exempt (averaging 18-20 hours per week)

**JOB SUMMARY:**

Successful candidate will be:

- ∞ A visionary music leader who can direct and expand the present music program for a growing congregation
- ∞ Grounded in the theology of Reformed worship
- ∞ Passionate for developing dynamic music programs for children, youth and adults to reach the congregation and community-at-large
- ∞ Able to foster programs in educating and developing the abilities of musicians of all ages and all levels of talent
- ∞ Motivational and inspirational with music program participants

**PRIMARY RESPONSIBILITIES:**

- ∞ Provide planning, coordination, growth and implementation for a comprehensive music ministry, including oversight of all worship music
- ∞ Integrate the music program with the worship message to create a meaningful impact on each service while incorporating a variety of musical styles and programs
- ∞ Work closely with other ministries, staff and the worship committee in collaborative worship planning and budget preparation/supervision
- ∞ Enlist, develop and/or lead soloists or musical groups for worship (including but not limited to adult, children, youth and handbell choirs, instrumentalists and other guest musicians)
- ∞ Direct and manage chancel choir including all facets such as recruiting, music selection, maintenance of music library, rehearsal and performance delivery
- ∞ Supervise music staff, both paid and volunteer
- ∞ Promote the development of faith through music
- ∞ Participate in regularly scheduled staff and worship committee meetings as required
- ∞ Identify pastoral concerns for those in his/her care

## **Position Description: Director of Music Ministries**

### **JOB KNOWLEDGE, SKILLS, AND REQUIRED EDUCATION:**

- ∞ Experience developing and directing overall music program of a church, including choral leadership
- ∞ Bachelors degree in music or equivalent experience
- ∞ Knowledge of a variety of liturgical music for all ages
- ∞ Strong interpersonal, communication, organization and administrative skills
- ∞ Demonstrates humility, strong work ethic, grounded faith, that has the ability to address hard issues in a gentle, unifying, and loving way

### **ACCOUNTIBILITY:**

Serves under the direction of the Senior Pastor/Head of Staff and is accountable to the Personnel and Worship Committees of the Session.

### **COMPENSATION AND BENEFITS:**

- ∞ Competitive Salary
- ∞ Paid vacation and sick time based upon agreed hours
- ∞ Paid membership of the Presbyterian Associations of Musicians