



# First United Methodist Church of Excelsior Springs

1650 Rainbow Blvd., Excelsior Springs MO 64024

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## Music Director

**Job Title:** Music Director  
**Reports To:** Pastor  
**Position Status:** Part-time, salaried  
**Salary:** \$12,000/annually

### Job Summary/Purpose:

The Music Director will oversee the church's music program, including vocal and instrumental music for weekly Sunday worship services and other special services. This direction also includes oversight for potential Chancel Choir and optional bell choir.

### Qualifications/Requirements:

- Experience directing vocal music, preferably within a church setting.
- Willingness to lead congregational singing and assist in worship planning and song selection.
- An interest in a broad range of musical styles, including both contemporary and traditional worship songs.
- Membership in the United Methodist Church is not required, but the Music Director must be committed to our church's mission and willing to work within our church's system in supporting our church's goals.
- Complete the Safe Gatherings training within 30 days of hire. Cost for training will be covered by FUMC.
- Bachelor's degree in music or music education is a plus (or equivalent experience). Candidates may also be enrolled as a student in such a program at the college/university level.

### Expectations and Responsibilities:

- Work with the Pastor and the Worship Committee to coordinate music for Sunday services. Provide a wide variety of motivational, inspirational, and joyful music to enhance the worship experience.
- Work with the Pastor and Worship Committee, as well as other volunteers, throughout the year to assist with music for special services (i.e., Ash Wednesday, Holy Week, Easter, Christmas Eve, etc.).
- Direct congregational singing at each worship service, or direct the Chancel Choir in leading congregational worship.
- Hold regular choir practices/rehearsals as needed prior to the events/services outlined above.
- Communicate with the Communications/Technology Team and Accompanist by Tuesday of each week regarding song selection for the purpose of bulletin information and slideshow content.

**Expectations and Responsibilities (continued):**

- Become familiar with the UMC Hymnal, “The Faith We Sing” songbook, church music library, and other music resources available.
- Arrive promptly for all services/rehearsals to warm up and connect with the Technology Team and Pastor prior to the beginning of service.
- Responsible for recruiting substitute music leaders and musicians during vacations/illnesses or whenever necessary.
- Recruit volunteers to assist with leading music including musicians, instrumentalists, choir members, and song leaders. Provide opportunities for congregants and special guests to perform special music numbers during the worship service.
- Maintain an open and mutually-beneficial relationship with the pastor, staff, and Staff-Parish Relations Committee (SPPRC).
- Attend monthly Worship Committee meetings (optional).
- Recruit and direct handbell choir (optional).

**Time Off/Absences:**

The Music Director is a part-time position and does not qualify for paid vacation leave or sick pay. Absences from assigned duties without notifying the pastor, and without getting a substitute to fill in for your Sunday duties, will result in forfeiture of pay.

**Evaluation:**

As an employed staff member of The First United Methodist Church of Excelsior Springs, the Music Director will be evaluated annually by the Staff Pastor Parish Relations Committee (SPPRC). The evaluation will ensure all aspects of the job outlined above are being handled satisfactorily. The Music Director will report directly to the pastor, and will also have a liaison from the Staff Pastor Parish Relations Committee (SPPRC).

If any part of the duties listed above needs tasks added or amended, the Pastor, the Music Director, and the Staff Pastor Parish Relations Committee (SPPRC) will meet to discuss said changes. No changes or amendments will be allowed without the consent of the SPPRC. Changes.

Contact Pastor Shannon Greene at (816) 630-2139 or [shannon@esmethodist.com](mailto:shannon@esmethodist.com) if interested in the position along with a cover letter and resume.