

Position Description
Director of Parish Music
Peace Lutheran Church
St. Louis, Missouri

Description

Peace Lutheran Church has a heritage of organ-centric traditional worship and classical music. This position is responsible for encouraging, educating, and enabling people of all ages to know, love, and support the true, saving Gospel of our Lord and Savior Jesus Christ by developing, nurturing, and sustaining church music ministries and programs; additionally:

- ❖ To act as the administrative and operational resource for all church related music programs;
- ❖ To participate in a team ministry relationship with the entire staff and lay leadership of the congregation;
- ❖ To lead and be responsible for the total music ministry of Peace Lutheran Church, accountable to the pastoral leadership and the Board of Elders.

Responsibilities

1. Hold the position of head organist; schedule organists for regular and special worship services, weddings, funerals, etc., as well as secure substitutes when necessary.
2. Consult with the pastoral staff to select appropriate hymns, special music, and liturgies for all worship and special services.
3. Approve all music to be used in worship services by musicians, ensuring that the selection brings glory to God, is theologically correct, and ministers to the congregation.
4. Familiarize the congregation with new songs, hymns, liturgy, etc.
5. Proficiently direct all choirs and musical groups.
6. Provide leadership in establishing and maintaining various choral and instrumental groups; recruit qualified directors and accompanists as needed.
7. Identify, recruit, and utilize congregational members with musical abilities as vocalists and instrumentalists.
8. Serve as the coordinator for all musical activity, including scheduling of facilities, practice times, etc.
9. Collaborate with lay directors and work with groups and individuals in planning special musical programs and presentations for the congregation and community, including Boar's Head Festival, Living Last Supper, seasonal concerts, etc.; oversee setup and storage of platforms, large instruments, and other equipment as needed.
10. Provide guidance and direction for Sunday School, Vacation Bible School, and Early Childhood music programs.
11. Facilitate logistical arrangements for guest musicians and groups.
12. Prepare the annual music budget.
13. Research copyrights as needed; maintain CCLI contract and agreements.
14. Research and make recommendations for the purchase of new musical instruments and equipment, as needed and appropriate; select and purchase music and worship resources.
15. Schedule all necessary maintenance on the organ, pianos, and other musical instruments.
16. Maintain the music library, equipment, and robes.
17. Participate in and support LCMS music functions and organizations, as appropriate and beneficial.

Skills and Aptitudes

1. Proficiency in organ, voice, and handbell technique
2. Proficiency in directing and conducting both vocal and instrumental groups
3. Strong organization skills and attention to detail
4. Strong communication skills, both verbal and written; excellent interpersonal skills and the ability to work harmoniously as part of a team
5. Friendly, welcoming demeanor with the ability to motivate and lead people of all ages and varying musical abilities
6. Strong Christian faith with the ability to lead others spiritually, adhering to LCMS doctrine