FREDERICKSBURG
UNITED METHODIST CHURCH
www.fumcva.org

SEEK
SERVE
GROW
CONNECT

As followers of Christ, we **Seek** other in our community, **Serve** their needs
Grow in the love of Christ, and **Connect** with each other

Job Description for Children's and Youth Music Director

Benefit Status: Part Time (5 hr/wk) **FLSA Status:** Exempt **Salary Range:** $5,000 - $6,000

Ministry Area:
Music

Direct Supervisor:
Director of Music, Senior Pastor

Essential Functions:

1. Overseeing the ministry of Fredericksburg UMC as it relates to leading and organizing the music for Children's Choir and Youth Praise Band.
2. Organizing, preparing, and directing the children's choir for weekly rehearsals.
3. Organizing, preparing, and directing the Youth Praise Band for weekly rehearsals.
4. Coordinating performances for both the Children's Choir and Youth Praise Band throughout the school year.
5. Communicating with the children's and youth directors about the status of the ensembles and potential performance opportunities, as well as logistics or special Sundays.
6. Recruiting children and youth to participate in conjunction with the children's and youth directors.
7. Recruiting adults to sit in on rehearsals.
8. Communicating and fostering relationships with parents/guardians.
9. Organizing and preparing quality rehearsals in preparation for performances.
10. Selecting music in collaboration with the Music Director and Pastors as needed.
11. Maintain and inventory music and equipment for Youth Praise Band use.
12. Attend necessary Worship and Organizing Meetings.
13. Part of planning and overseeing of special services – Children's Sunday, Youth Sunday and others as needed.

Required Qualifications:

- Bachelor's Degree - preferably in a music field.

Physical:

- Able to stand for up to an hour at a time
- Light lifting as related to equipment, stage set-up, instruments

Experience:

- Experience training and directing choirs and instrumental ensembles.
- Considerable experience selecting and directing music in a church setting.

Skills:

- Proficient working with chord charts, sheet music, and guitar tabs
- Proficient and knowledgeable with various instruments
- Vocal skills required
- Committed to ongoing personal and professional growth
- Strong relational skills and an enthusiastic presence for leading

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Duties and responsibilities are designed to be the essential functions of the job. They do not preclude the performance or related or even unrelated jobs, which may be necessary to properly and efficiently complete all work assignments. Fredericksburg UMC reserves the right to amend job specifications to meet current needs.

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Employee Signature/Date Direct Supervisor Signature/Date