

Position Description Interim Director of Music

Date Posted: 8/23/23

First Congregational Church

Kalamazoo, Michigan

Supervisor: Senior Pastor

Reports to: Senior Pastor and Worship Arts Ministry

Status: Part-Time (15 hours per week)

FLSA: Non-Exempt

Job Summary

The Interim Director of Music will lead the congregation's music for worship during the search for a settled Director. This person will interact with the pastors, organist, church staff, members of the chancel choir, the Interim Director of Bells, and the congregation to allow people to connect to God through music.

Specific Goals

Weekly choir rehearsals, planning music for worship, and conducting the choir on Sundays and other special worship services. Participate regularly in staff meetings as available.

Responsibilities:

- In accordance with FCC's values and policies, the Interim Music Director will:
- Plan music for all FCC worship services, working closely with the pastors and organist.
- Rehearse the vocal choir weekly and lead the choir in worship on three Sundays a month, plus special Sundays, and holidays (Christmas Eve, Holy Week and Easter, Pride Sunday.)
- Collaborate with the organist to prepare for choir rehearsals and worship services
- Schedule music and guest musicians for the services when the choir is not singing.

Compensation and Benefits

- The salary of this position is commensurate with experience and credentials
- One rehearsal and one Sunday off per quarter, to be scheduled with the Senior Pastor; must arrange coverage for those weeks.