

## **Position Description: Music Director**

First Christian Church (Disciples of Christ)  
4954 Valleydale Rd, Birmingham, AL 35242  
205-991-5000 [info@fcc-bhm.org](mailto:info@fcc-bhm.org) [www.fcc-bhm.org](http://www.fcc-bhm.org)

**General Responsibilities:** Coordinates the total music program of the church in a manner that enhances the spirit of worship and assists the congregation in praising and serving God.

### **Specific Responsibilities:**

1. Coordinates the total music program of the church. This includes but is not limited to the chancel choir, handbell choir, chime choir, and children's choir.
2. Directs the chancel choir and congregational singing.
3. Along with the worship planning team, selects music for worship appropriate to the themes and seasons.
4. Develops an annual budget for the music programs of the church and administers the budget when approved.
5. Promotes the growth and stability of all choirs.
6. Develops musical skills of choir through rehearsals, coaching, workshops, etc.
7. Supervises the accompanist and formally evaluates his/her performance at least annually.
8. Purchases music and related supplies within budget allocations. Administers and cares for the music library, instruments, and other materials related to the music programs of the church.
9. Provides counsel and is available for weddings and funerals to be held in the church.
10. Arranges for and oversees substitute musicians and music personnel.
11. Coordinates and cooperates with the pastoral staff as well as the office staff.
12. Participates as a member of the worship ministry team.
13. Coordinates activities with the Senior Minister.
14. Performs other related tasks as may be requested from time to time.

**Accountability:** Directly supervised by the Senior Minister, and accountable to the congregation through the Personnel Committee and the Mission Council.

**Schedule:** A minimum of 12 hours per week of work time is expected, with the understanding that additional hours will sometimes be required. Work hours include time spent in rehearsals, office hours, planning, leading activities, committee meetings, staff meetings, etc., as well as Sunday morning worship and other whole church activities (including special services).

**Compensation:** Negotiable and commensurate with education and experience.