
Job Title:
Reports To: Minister
Responsible To: Council

Director of Music

rvsd 11/10/2024

Job Summary

Responsible for

- Directing groups at rehearsals and performances.
- Meeting with the Pastor to plan music for worship services.
- Managing/controlling music budget.
- Coordinating and directing all music programs.
- Choir performs on all Sundays between Labor Day and Memorial Day or Pentecost Sunday, whichever is later in the calendar year. Christmas Eve and additional services may be required. The Sunday after Christmas is a scheduled day off.

Essential Duties

- Arrange for special music for all worship services during the summer months,
- Participate in goal setting and performance reviews for the organist, and any additional music staff annually.
- Participate in goal setting and performance review for this position annually.

Additional Duties

- Keep in close contact with ministerial staff to be clear about goals and programming.
- Keep administrative staff, Pastor and worship committee informed of planning through direct feedback and programming suggestions.
- Attend Worship Committee meetings

Required Education/Skills/Experience

- Degree in music related field and/or related experience
- Excellent organization, administrative and communication skills
- High level of creativity
- Positive, energetic personality
- Ability to motivate and manage people.

Compensation

Compensation for this part time position will be commensurate with experience and qualifications. This role is not eligible for benefits. This is a salaried position with time off negotiable.

Equal opportunity, diversity, and non-discrimination

Dover UCC operates under principles of its mission statement and will not discriminate on the basis of race, color, religion, sex, national origin, handicap, age, ancestry, sexual orientation, military status, or veteran's status.

Work environment

Most duties will be performed on site at the church. Some rehearsals and/or performances may be scheduled at other locations

**Application requirements for
Music Director at the
Dover United Church of Christ**

Thank you for your interest in the Dover United Church of Christ application process for the Director of Music position.

Applications may be submitted online along with your attached resume and valid contact information from November 20th, 2024 through January 20th 2025.

All applicants must be at least 21 years of age.

When submitting the application, enter your full name in the subject line and submit to Dovermusic24@gmail.com

An automatic return reply will be sent to ensure we have received the application.

Qualified candidates will be contacted for a phone interview and finalists will be scheduled for an audition interview.

On behalf of the Director of Music Search Committee,

*Ken Delfing
Dover UCC,
Search Committee Chair*