

Mt. Level Missionary Baptist Church
316 Hebron Road
Durham, NC 27704

Job Title: Director of Music

Role: Mt. Level Missionary Baptist Church seeks to appoint an anointed, proven, and innovative director of music to lead our congregation in its next season of ministry. The purpose of this position is to develop and coordinate a program that will provide scripturally grounded, theologically sound, and musically excellent offerings for the worship services and ministries of this intergenerational church. The intent is that the minds, bodies, and souls of congregants will be engaged and inspired to worship God through acts of praise, adoration, and supplication. Every aspect of music ministry should be carried out in accordance with the mission and vision of the church.

Reports to: The Music Director reports to the Pastor and Deacons

Salary and Benefits: negotiable, with salary commensurate to experience and qualifications.

Responsibilities:

- **Plan, organize and lead the Music Ministry at Mt. Level Missionary Baptist**
 - Select and plan music in coordination with the pastor, deacons, designated music team members or pastoral staff for Sunday worship and other church services as needed.
 - Assist in planning and implementing music for services outside of regular Sunday services in conjunction with other ministry, department, and auxiliary leaders.
 - Plan and lead rehearsals; teach musical arrangements and new songs on a regular basis.
 - Communicate with music ministry members through weekly updates.
 - Develop musical teams and ensembles for services, encouraging the use of a diversity of instruments in worship services.
 - Recruit, equip, coach, and supervise music team leaders, musicians, and music ministry members.
 - Meet bi-weekly with Worship Committee—(pastor, chair of deacons, and music director)—to review Sunday services.
 - Convene and direct music ministry members and others to growth opportunities such as webinars, online learning, and music workshops, as resources permit.
 - Ensure compliance with copyright and streaming permissions.
 - Work with the Media Ministry on technical aspects of services.
 - Seek opportunities to engage in exchange or joint musical activities with other churches or musical organizations in the community.

- **Administer Music Ministry Resources**
 - Meet with Budget Committee to submit annual budget request for the music ministry in accordance with the financial policies of the church.
 - Evaluate, select, and purchase choral music for services which covers a broad range of styles.
 - Procure music materials, supplies, and equipment. Follow purchasing procedures of Finance Department.
 - Schedule and oversee the systematic care and maintenance of church-owned instruments, attending to emergency care as needed.
- **Outreach**
 - Schedule singers and musicians to accompany the pastor when preaching at other churches.
 - Schedule music ministry group to provide music ministry to care facilities with which Mt. Level is associated.
 - Take the opportunity to provide spiritual care to music ministry members when needed.
 - Work with music committee members to provide opportunities for fellowship.
- **Liaison to the Dance Ministry**
 - Work with leaders of the dance ministry to identify moments to combine music and liturgical dance during worship services.
- **Professional Growth**
 - Attend conferences such as Hampton Ministers' Conference & Choir Directors' and Organists' Guild Workshop, GMWA (Gospel Music Workshop of America), National Convention of Gospel Choirs and Choruses, Inc. (NCGCC).
 - Keep active in professional development through continuing education, attending webinars, and taking advantage of online learning opportunities, including Worship Music Academy, etc.
- **Qualifications**
 - Firm personal commitment to Jesus Christ as Lord and Savior and humble spirit regarding the gift that God has placed within her/him.
 - Demonstrated proficiency in reading music and playing by ear
 - Demonstrated ability to organize, coordinate, and motivate musical team
 - Be able to demonstrate proficiency on keyboard instruments
 - Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement all aspects of church music.
 - Must have excellent written and verbal communication skills, conflict management skills, and computer skills.
 - Must possess a proven ability to work effectively with diverse individuals, and teams of volunteers.
 - Bachelor's Degree, preferably in Music, though equivalent experience, obvious instrumental and pedagogical ability, and a degree in another field may also be accepted.
 - Successful completion of a criminal background check.

To apply for this position:

Send a cover letter, a resume (limit three pages), three professional references with contact information, and links to 3 videos demonstrating evidence of artistic skills and leadership to mtlevelmusicdirectorsearch@gmail.com.

Preference will be given to applicants who submit materials by 11:59pm on Sunday, July 21, 2024.