

# St Luke's Lutheran Church

## Job Description

**Mission Statement:** St Luke's is a welcoming and growing community of faith, busy making Christ known to the world

**Position:** Choir Director

**Position Summary:** St Luke's seeks a person to serve as Choir Director. Rehearsals are held on Wednesday evenings, beginning at 7 PM and the choir sings in worship approximately three times a month.

Part-Time position 5 to 7 hours per week  
August through May  
Salary Range \$20 to \$25 per hour  
Review after 3 months

### **Qualifications:**

- Ability to demonstrate understanding and full support of the mission, vision, values and beliefs of the Congregation, and a desire to model that leadership for the Choir
- Bachelor's degree in music or equivalent
- Experience in vocal conducting required
- Knowledge of sacred vocal repertoire and the role of music in Lutheran worship. Some theological training preferred; but not required
- Ability to relate to others, well developed interpersonal skills and experience as a "team player."

### **Essential Tasks:**

- Direct the Choir at weekly rehearsals 7PM Wednesday evenings in preparation for 8:30AM worship approximately three Sundays a month
- Schedule and prepare cantors for worship
- Prepare the Choir for special services throughout the Church year; such as, Thanksgiving Eve, Christmas Eve, Ash Wednesday, Good Friday, Easter and other special services scheduled in collaboration with the Worship & Music Committee
- Coordinate with Pastor, staff and organist/accompanist to choose music for each season/worship series that reflects Lutheran theology and a diverse repertoire of sacred vocal music. Communicate schedule and selections to the Pastor, staff and organist in a timely fashion
- Foster an atmosphere of musical learning, growth and mutual care
- Coordinate with the Senior Pastor and Worship & Music Committee to accomplish planning tasks and provide leadership to the music program
- Help to develop short- and long-range plans and annual budget requirements
- Maintain the Choir music library and purchase new music out of the budgeted funds
- Assist in scheduling musicians for special services.

**Internal and External Contacts:**

- Senior Pastor, staff, organist/accompanist, Worship & Music Committee and St Luke's Choir
- External contacts include hired contract musicians for special music on celebration Sundays.

**Equipment/Software Utilized:**

- Microsoft Office Suite
- Proclaim
- Email

**Commitment:**

- Direct weekly rehearsals
- Direct choir at one worship service three Sundays a month
- Contribute to a monthly staff meeting for worship planning and coordination
- Plan initial yearly preparation with staff for programming year
- Prepare the St Luke's Choir for special services throughout the Church year, including rehearsals and performances
- Yearly renewal period applies

**Position Supervision and Reporting:**

Report to Senior Pastor

***Please submit resume or questions to jobs@stlukesbloomington.org***