

JOB DESCRIPTION: Traditional Music Worship Director

REPORTS TO: Senior Pastor

CLASSIFICATION: Hourly
10 Hours per week
Pay range: \$27-\$33/hour

Alternate Openings: Please note that this position is one of 3 variations of this position. It can also be combined with the Contemporary Music Worship Director to be the Director of Worship and Music for the right candidate.

[Director of Worship & Music](#)

[Contemporary Music Worship Director](#)

[Traditional Music Worship Director](#)

Purpose Statement: The Traditional Music Director works to help Trinity Lutheran attain its worship vision which is “to be a place known for feeding people's souls through excellence in the shared word and music.” This position plays a key role in making traditional worship an uplifting, inspiring and meaningful experience.

Position Summary: This position’s primary responsibility is to provide piano and organ music in a professional manner for the traditional worship service, all seasonal and special services, and to accompany the seasonal choirs during rehearsals and services.

Spiritual Life and Self Care: Attend to your spiritual life and personal needs in a way that fosters wholeness and vitality in ministry.

Primary Responsibilities, Duties, and Performance Indicators:

Pianist/Organist

- Oversee and coordinate all musical aspects of the traditional worship service
- Create weekly worship plans in collaboration with the pastor and other worship staff for the traditional services
- Serve as the primary pianist/organist that supports the worship life of the congregation
- Select, and purchase, if necessary, music to sing/play based on the assigned lessons/Gospel for the day, or, in some instances, a special theme that has been chosen
- Proofreads and approves the weekly bulletin/PowerPoint
- Schedule a substitute for any regular services when absent and have a substitute list available for any unscheduled services, such as a funeral
- Provide for a qualified substitute when absent.

Weddings/Funerals

- Consult, plan and provide music accompaniment for weddings and funerals on a fee-for-service basis as established in the congregation's policy.
- Collaborate with Senior Pastor and coordinator(s) as needed

Budget & Resources

- Prepare and submit a budget request to the Administrator annually.
- Maintain traditional music files.

Background, Skills, and Qualifications:

- Highly skilled as a pianist with organist skills
- Excellent interpersonal skills
- Ability to effectively work with people
- Meet the public tactfully and courteously
- Communicate and work positively and effectively with volunteers and church members
- Maintain confidentiality in all matters
- Function independently and use good judgment in decision making related to duties
- Adjust working hours to accommodate workload as needed

Support: Support for this position will be provided by all co-workers on our staff and by the Personnel Committee.

Compensation and Benefits: To be determined at the time of hiring and placed in the employee's personnel file. Compensation and benefits will be reviewed during the annual review and any changes noted in writing and placed in the employee's personnel file. The Employee Handbook serves as a resource to all lay professional employees.

This job description indicates the general nature and level of work expected of the employee. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the employee, who may be asked to perform other duties as required.