Music Director
Trinity Presbyterian Church
Hendersonville, North Carolina

Reports to: Pastor/Head of Staff
Status: Part-Time (20 hours)
FLSA: Exempt

Position Overview
The Music Director will provide leadership and oversight to the music programs of Trinity Presbyterian Church, including the Chancel Choir, and assist the Pastors and Worship Ministry with planning and providing appropriate music for worship services and other special services as needed.

About Trinity Presbyterian Church
Trinity is a family of faith, trusting and following Jesus Christ, welcoming and nurturing all people, reaching out to serve the needs of our communities near and far, and doing these things humbly and joyfully, believing that the greatest commandment is LOVE.

Qualifications
- Documented skills in keyboard performance or choral conducting (e.g. pertinent degree or years of experience).
- 3+ years of experience leading sacred music programs.
- Strong proficiency in organ and piano, choral leadership and worship planning.
- A team player who works collaboratively with staff, clergy, and volunteers to enhance the church's worship and music ministry.
- Good written and oral communication skills, interpersonal skills; the ability to work independently.

Accountability
Accountable to the Pastor/Head of Staff and the Worship Ministry.

Worship Planning & Leadership Responsibilities
- Directs the Choir Section Leaders during the 8:30 service and the Choir during the 11:00 service, with a warmup 30 minutes prior to each service.
- Collaborates with pastors to select music appropriate to the lectionary for each service.
- Performs prelude, postlude, and appropriate service music as well as accompaniments for Section Leaders and the Choir at church services.
- Reviews and approves Section Leader time sheets for numbers of services/rehearsals attended and submits to the Financial Secretary for payment.
- Plans and coordinates music for additional services like weddings, funerals and other special services specific to the liturgical year, i.e., Christmas Eve/Day, Maundy Thursday, Easter.
- Conducts Choir rehearsal weekly on Wednesday evenings for the Choir; conducts additional separate rehearsals as needed.
- Collaborates with the pastors and the Worship Ministry with the general planning and leadership of the Church's music program.
- Identifies the need for purchase of music and related supplies to support the music program; consults with the Worship Ministry to assure adequate budget funds for such purchases.
- Provides names/contact information for substitute directors/organists in the event of illness or inability to perform duties (worship/rehearsals)

- Communicates music details for inclusion in service bulletins.

Resources
- **Sanctuary** - Allen 2 Manual Organ & Mason & Hamlin 6ft Grand Piano
- **Choir Room** - W Zimmer & Sons Organ and Kawai 6ft Grand Piano
- Extensive music library
- Worship space with excellent acoustics for vocal music

Relationships
Relates to Pastor for musical selections and relates to the Worship Ministry for funding related to the music program. Also, relates to the Section Leaders and Choir members.

Musical Ministry Administration
- Maintain and oversee the care of the church's musical instruments.
- Manage and maintain the church's music library.
- Ensure compliance with copyright laws (e.g. submit regular usage reports to appropriate licensing agency).
- Work with Worship Ministry to oversee the church's annual music budget.

Professional Development & Continuing Education
- Participate in professional organizations and continuing education programs.
- Stay informed on trends in church music, worship arts and technology.
- Attend church staff meetings to support church leadership.

Compensation & Benefits
- Salary to be negotiated; commensurate with education and relevant work experience.
- **Four weeks of paid vacation** annually.
- **One week of study leave** for continuing education.
- Benefit package through Board of Pensions of the Presbyterian Church (USA), including health insurance, defined-benefit pension plan, death and disability coverage, EAP and more.

How to Apply
- We will conduct initial interviews virtually.
- Finalists will be invited to participate in a group call and then if applicable and audition/interview on site.
- The successful candidate will need to pass a background check prior to hiring.

Please send application materials to: worship@trinitypresnc.org
- A PDF containing a letter of application and resume/CV.
- URL links to videos of the applicant:
    - Conducting a church anthem with an SATB choir
    - Playing prelude/postlude repertoire music (organ and piano)
    - Congregational singing of hymn on organ
- Names and contact information (email/phone #) for three professional references.

Trinity Presbyterian Church does not discriminate on the basis of race, ethnicity, national origin, gender, gender identity, sexual orientation, disability or age, and encourages candidates from historically underrepresented backgrounds to apply.