

Oct. 8, 1997

**MULDRAUGH HILL BAPTIST CHURCH**

**LEBANON, KENTUCKY**

**MINISTER OF MUSIC**

**JOB DESCRIPTION**

His/Her title will be Minister of Music; thus his/her responsibility will be the development of the music (sanctuary, youth and children's choirs) programs of the church.

**RESPONSIBILITIES**

1. Lead the congregational singing in all worship services.
2. Direct the sanctuary choir in weekly rehearsals. Make preparation for the presentation of special music for the morning worship services by one of the choirs, individuals or other groups.
3. Direct the youth choir in rehearsals as needed and in the preparation of special music for presentation in the church, other churches, etc. Assist the youth leaders in creative ministries (plays, dramas, skits, etc.).
4. Direct or plan for the direction of the children's choir(s) in regular rehearsals and in the presentation of special music.
5. Meet with the music committee on a quarterly basis as necessary, to plan for improvements in the music program and or to resolve problems relating to the music program.
6. Plan and direct an Easter and Christmas program each year.
7. Participate in all regularly scheduled services throughout the week. If unable to be present, he/she must see that there is someone there to carry out his/her responsibilities.
8. Assume other responsibilities as assigned by the pastor and/or deacons.

## **General**

- 1. He/She is responsible to the pastor and deacons for the fulfillment of this job description. Evaluation and progress of job will be made periodically by the Pastor and the Body of Deacons, and changes may be recommended.**
- 2. He/She is invited to attend all Deacon's meetings**
- 3. One week paid vacation will be given after the first year. Also one week with pay will be given for revival or some other church related work. Any other week, he/she will have to pay for his/her own supply. Special arrangements may be made for the Christmas season, not to exceed an absence of more than one Sunday. Any additional absences other than an emergency or sickness will be without pay and must be approved by the Pastor and/or the Body of Deacons. Notification should be given as far in advance as possible. Two weeks paid vacation will be given after the second year of service.**
- 4. Additional pay will be given when he/she leads the music during revival.**
- 5. Additional pay will be given when he/she leads the music during Bible School.**