

**Mt. Zion First African Baptist Church
105 Lankford Avenue
Charlottesville, VA 22902
Phone: 434-293-3212**

Minister of Music Job Description

The Minister of Music will organize and lead the Music Ministry of the Church and assist the pastor during worship service. The Minister of Music will collaborate with Audio and Dance Ministries as needed.

Ministry Area/Department	Music
Position	Minister of Music
Accountable To	Senior Pastor
Ministry Target	Congregation
Position Is	Paid staff
Position May Be Filled By	Church member
Minimum Maturity Level	Stable, maturing Christian
Spiritual Gifts	Administration • Exhortation • Pastor/shepherd
Talents or Abilities Desired	Good leadership skills • Organizer • Experience in directing a choir or musical group, Good Piano/keyboard skills, Knowledgeable of vocal music techniques. Counseling & ministry to choir members
Best Personality Traits	Dependable • Consistent • Neat • Good character • Organized
Passion For	Exalting God, exhorting the saints and influencing the lost through music
Length of Service Commitment	Two years minimum

Anticipated Time Commitments

1. Doing ministry/preparing for ministry; eight hours a week; more during special events.
2. Participating in meetings/training: as need basis.

Responsibilities/Duties

1. Manage the entire music, audio and dance ministries of the church.
2. Select music or and direct the choirs.
3. Organize, maintain and update the music library.
4. Schedule and direct weekly and special rehearsals.
5. Select music and direct special groups and solos.
6. Provide training for choirs and musical groups.
7. Recruit new members for the Music Ministry.
8. Select and coordinate congregational songs with sermon, topics and seasonal themes.
Lead congregational singing.
9. Arrange for special music during every regular service – either by adult choir, special musical groups, soloists, youth or children’s choirs.
10. Maintain musical instruments and arrange for tuning and upkeep.
11. Organize and maintain choir robes.
12. Supervise church pianist, organist, orchestra director and youth and children’s choir directors.
13. Plan and direct Christmas and Resurrection Musicals.
14. Coordinate with Audio Ministry technician as needed.
15. Collaborate with Drama and Dance Ministries Servant Leaders.