

Position: Director of Traditional worship

Position reports to: Lead Pastor

Status: Part-time

FLSA: Exempt

Responses: Submit resumes to apply.trinityumc@gmail.com

Job Summary: With the help of God, the Director of Traditional Worship is a ministerial position with overall responsibility for planning and leading traditional worship services within the church, specifically the 8:30 and 11am Sunday morning services as well as other traditional worship services as needed. This position requires a creative and organized individual who is proficient in traditional worship styles, can lead/direct choirs of all ages, select appropriate music for dynamic and engaging traditional worship service.

Hours Required: Approximately 20 hours a week to include planning rehearsals, choir practices and coordination with lead pastor and volunteers.

Essential Functions:

1. Worship Leadership

- Plan, coordinate, and lead traditional worship services, including music selection, choir rehearsals, and service flow.
- Proficient both as vocalist and instrumentalist (piano and/or organ) in traditional music styles
- Create an atmosphere of worship through engaging music and spiritual leadership.
- Foster a worship environment that connects with and inspires the congregation.

2. Music Selection and Arrangement:

- Select songs and hymns that align with the church's mission and theology.
- Arrange and adapt music for the choir and congregation.
- Incorporate a variety of musical styles and genres to appeal to a diverse congregation.

3. Worship Team Management:

- Recruit volunteer choir members and direct choir(s).
- Conduct weekly/regular rehearsals to ensure musical excellence and choir cohesion.
- Provide leadership and guidance to choir members.
- Work closely with Children's, Youth Choirs and volunteers to select music, produce programs, and coordinate performances for special worship services and presentations.

4. Collaboration:

- Attend monthly staff meetings, Worship Committee meetings, and other meetings as required.
- Collaborate with the Senior Pastor and other church staff to ensure alignment with the overall worship ministry.
- Work with the Director of Contemporary Worship and other musicians to foster a unified worship experience of Trinity UMC.
- Coordinate with the Director of Communications to promote worship services and events.
- Work with Director of Contemporary worship and Audio/Visual Technology to oversee the multimedia and sound teams and provide them with service layout instructions and information for multimedia presentations.

5. Administration:

- Oversee the proper use, storage, inventory, and maintenance of the choir equipment and sanctuary musical equipment.
 - Maintain compliance with copyright laws.
 - Develop and submit to the Worship Team annual budget requests for the continued operations traditional worship.
6. **Professional Development:**
- Stay current with worship trends, technology, and best practices.
 - Pursue ongoing personal and professional growth in the areas of worship leadership and audio/visual production.

Qualifications:

- A deep personal faith and a commitment to Jesus Christ and Trinity United Methodist Church's mission and values.
- A higher degree in music is given preference.
- Experience in leading traditional worship services
- Excellent piano and/or organ playing skills as demonstrated for hiring audition.
- Experience in directing/managing choirs of all ages.
- Strong interpersonal and communication skills.
- Ability to work collaboratively with staff, volunteers, and congregants.
- A heart for worship and a desire to facilitate a meaningful worship experiences.

Core Competencies:

- **Compassion:** Genuinely cares about people; is concerned about their work and non-work problems; is available and ready to help; is sympathetic to the plight of others not as fortunate; demonstrates real empathy with the joys and pains of others.
- **Manages conflict:** Deals with problems quickly and directly; remains calm; steps up to conflicts, seeing them as opportunities; reads situations quickly; focuses while listening; settles disputes collaboratively and equitably; finds common ground and gets cooperation.
- **Delegation:** Clearly and comfortably delegates both routine and important tasks and decisions; broadly shares both responsibility and accountability; trusts people to perform; lets those who report directly finish their own work.
- **Motivating others:** Creates a climate in which people want to do their best; can motivate many different individuals and groups; empowers others; shares ownership and visibility; makes each participant feel valued.
- **Organizing:** Can gather and organize resources (people, funding, material, support) to get things done; can orchestrate multiple activities at once to accomplish a goal; can use resources effectively and efficiently.
- **Planning:** Accurately assess the length and difficulty of a project; sets objectives and goals; breaks down work into process steps; develops schedules and task/people assignments; anticipates and adjusts for problems and roadblocks; measures performance against goals; evaluates results.
- **Managing vision and purpose:** Articulates and supports the vision and mission of Trinity United Methodist Church; communicates a compelling and inspired vision for ministry; talks

- beyond the here and now to a larger sense of purpose; creates a compelling vision of possibility, hope and optimism; helps others to own the vision.
- **Developing volunteers:** Able to identify raw talent and recruit capable people into positions of responsibility; provides challenging and stretching tasks and assignments for others to do; delegates appropriately; builds people up; maintains open and active dialogue with volunteers; communicates expectations clearly and holds people accountable.
 - **Interpersonal relationships:** Relates well to all kinds of people, inside and outside of the congregation; builds appropriate rapport; builds effective and constructive relationships; uses diplomacy and tact; is regarded as a team player.

This is a part-time position, and the Director of Traditional worship will report to the Senior Pastor, depending on the church's organizational structure.