



Position Description

TITLE: Music Leader
REPORTS TO: Pastor
ESTABLISHED: August 2013
TYPE: Part-Time (Quarter-Time)

POSITION SUMMARY: Overall responsibility to ensure that, by the power and inspiration of the Holy Spirit, All Nations DC Anglican Church (ANDC) worships God through music with as much joy, enthusiasm, commitment and meaning as He desires and deserves. Employing outstanding gifts in music, organization and planning, coordinates the content, flow and efficacy of all musical elements of our services. Recruits and manages all musical volunteers, helping to equip those with musical gifts to use their gifts to worship God and build up the body of Christ.

DUTIES AND RESPONSIBILITIES

1. With the pastor, develops and implements the vision of music for ANDC, e.g., the balance of traditional and contemporary music.
2. Leads music (preferably from the piano) week in and week out and for special services, e.g., Christmas, Easter, etc. Can miss up to 7 Sundays per year with the permission of the pastor. Responsible for finding competent music leader backups when absent.
3. Be present at Capital Memorial Church (CMC) a full 2 hours before every service to participate and manage the musical / AV setup. Prepared to begin final practice with the music and AV team NLT 90 minutes prior to the service. Participates in pre-service prayer time at 9:40 AM.
4. Develops our music plan for weekly services, coordinating with the pastor on each week's theme and the liturgical calendar. Submits music lineups to the pastor no less than 2 weeks in advance.
5. Schedules, plans and executes special and seasonal musical events as appropriate.
6. Recruits, oversees, equips and encourages all music volunteers, to include musicians and other volunteers, e.g., AV, projection and slides.
7. Leads a minimum of two practices for music volunteers per month.
8. Edits, prints and copies music for the worship team each week, ensuring that the sheets they receive exactly match what will be done on Sundays.
9. Ensures slides are correct and that slides match the songs sung throughout the service.
10. Manages the resources allocated to the music ministry, exercising good stewardship.
11. Oversees maintenance of the church music library and required copyright records. Provides weekly report to CCLI.



12. Meets frequently with the pastor and participates in other staff meetings as appropriate.

POSITION REQUIREMENTS

- Wise, mature Christian with a clear, personal and growing relationship with our Lord Jesus Christ.
- Conversant and comfortable with and supportive of a broad spectrum of musical styles, from classical to contemporary, and has a demonstrated understanding of the relationship of music to theology and ability to integrate into worship.
- A commitment to the ideals and practices of Anglican worship, with a heart for drawing the congregation into worship through music. Interest in and willingness to keep up with worship styles and traditions in the global Anglican Church, both past and current.
- Demonstrated skill and experience in leading and administering a worship ministry.
- Excellent organizational and communication skills.
- Demonstrated ability to work well with people and relate to diverse age groups. Desire to be a part of a team ministry; ability to supervise paid and volunteer staff in a broad, multi-faceted program.
- Considerable sensitivity, flexibility and skill as a collaborative and accompanying artist in performance and rehearsal.
- Organizational skills and discipline in meeting goals.
- Bachelor or Master's Degree of Music, preferred.
- Proactive, takes initiative, consistently plans ahead and shows attention to detail.
- Team player.

Interested candidates should send a cover email and CV to wwall@allnationsdc.org, admin@allnationsdc.org and jsholander@gmail.com.