

**Position Description: Choir Director****Reports to:** Lead Pastor**Status:** Part-Time, 7 hours per week, Aug-May**FLSA:** Non-Exempt**Job Summary**

The Choir Director rehearses the adult and children's choirs for their active role in worship leadership by selecting music that inspires, connects and strengthens faith.

**Essential Functions**

- rehearse and conduct Adult and Children Choirs
- vocal pedagogical skills appropriate to lead a church choir
- select, rehearse and execute music that creatively reinforces worship themes
- familiarity with Christian/Lutheran worship, music and liturgy
- rehearse with groups on Wednesday evenings September – May
- coordinate music purchases with Minister of Music
- lead worship on Sunday mornings by directing choir(s)

**Other Responsibilities**

- participate in non-Sunday services
- supervise organization of the music library
- assist with music at weddings and funerals as needed

**Minimum Qualifications**

- Bachelor's Degree in music (or equivalent)
- 3 years related experience preferred
- demonstrates leadership and music expertise

**Physical Requirements**

- Able to move freely in and out of different settings
- Able to speak in a public forum

**Core Competencies**

- Mission Ownership- Demonstrates understanding and full support of the mission, vision, values and beliefs of Peace Lutheran Church. Can teach those values to others.
- Team Building Skills- Guides leaders in the process of sharing best practices, identifying and solving common problems. Works with leaders to regularly assess the health of teams and groups. Recognizes dysfunctional team behavior and redirects it into functional behavior.
- Attention to Detail- Consistently attends to the many small pieces which must be assembled into an organized whole; follows up on missing or out of balance items; resolves unanswered questions; keeps the larger picture in mind while tending to the smallest of details.
- Verbal Communication- Is able to deliver a message clearly.
- Interpersonal Skills- Demonstrates the ability to lead others. Demonstrates the skills of active listening and openly accepts criticism. Productively engages and resolves interpersonal conflict. Holds others accountable in a spirit of love. Engages people positively, with a demeanor of optimism and abundance.
- Initiative- enjoys working creatively as part of a team; is action oriented and energetic about worthwhile activities; not fearful of taking calculated risks; seizes opportunities; sets demanding but achievable objectives for self and others.
- Time Management- Is able and willing to focus time on tasks that contribute to organizational goals; Uses time effectively and efficiently; values time and respects the time of others; concentrates his/her efforts on the most important priorities; can appropriately balance priorities.