

POSITION TITLE

Worship & Arts Director

ACCOUNTABILITY

The Worship and Arts Director is directly responsible to the Senior Pastor/Head of Staff, the Human Resources Ministry Team, and the Session.

POSITION SUMMARY

This is a part-time, salaried, exempt position responsible for developing and coordinating the Worship and Arts program. This position requires some weekend and evening hours for rehearsals, worship services, concerts, and meetings, including church ministry areas and Session meetings.

WORKING RELATIONSHIPS

The Worship and Arts Director will have a working relationship with:

- All staff members
- Organist, pianist, Children's, and Handbell choir directors, and other music staff
- The Worship and Arts Ministry Team (and their sub-teams, such as Art Gallery and Choir Leadership Team) and ministry and volunteer teams related to worship
- Sanctuary Choir

GENERAL RESPONSIBILITIES

This Director-level position includes but is not limited to the following activities:

1. In conjunction with the staff, congregation, worship and arts ministry personnel, and Session, develop a long-range plan for music and arts in support of worship ministries that is consistent with the goals and mission of First Presbyterian Church of Austin (FPCA).
2. Provide visionary leadership for a diverse and high-quality music and arts program that will:
 - Engage the congregation as an integral part of their worship experience
 - Promote the sharing of musical gifts from the congregation in various formats
 - Oversee programs for children and youth to participate in the music and arts leadership with the Children's Choir Director.
 - Encourage and support a variety of other art forms (dance, drama, visuals, etc.) in worship
 - Facilitate regular presentation of additional music by congregation members of all ages, to include vocalists and instrumentalists for worship or other church events, where appropriate
3. Conduct or oversee the leadership of all FPCA music ensembles, including but not limited to various aged choirs and handbell choirs.
 - Supervise paid and volunteer music staff positions
 - Provide for substitutes in the event of absence of music staff
 - Provide for/engage small ensembles or soloists for services (worship, memorials, or others), as needed
 - Include a wide variety of repertoire for all ensembles
 - Provide concert opportunities for FPCA ensembles
4. Encourage and enable participation of FPCA ensembles and individuals in training and/or performing events that highlight the connectional and missional nature of the local congregation (i.e.,

community and other denominational choirs and events, Presbytery, denominational worship and music conferences, specialized events such as handbell conferences, etc.).

5. Provide spiritual leadership and pastoral support for music and arts participants.
6. Meet weekly with the Pastor/Head of Staff to:
 - Plan regular and special worship services
 - Ensure appropriate music at all worship services and events in the life of the congregation that require music, including but not limited to memorial services and weddings
7. Meet regularly with the Worship and Arts Ministry Team for:
 - Evaluation and creation of music and arts in worship services which engage all ages and learning styles
 - Consultation, preparation, and oversight of the Worship and Arts budget
8. Connect FPCA with the Austin arts community as an outreach ministry to the city.
9. Work with the Art Gallery Team to further develop regular shows presented by artists from the congregation as well as the greater Austin arts community to serve as an outreach ministry to the city.
10. Oversee maintenance and upkeep of rosters and attendance of ensembles, the music library, the organ and all musical instruments, and other music ministry equipment.
11. Serve as an Authorized Agent of FPCA and enter into contracts specifically related to the hiring of contract musicians and musical ensembles.
12. Participate in annual continuing education events and training in areas of responsibility.

QUALIFICATIONS AND ATTRIBUTES

- Requires relevant coursework in music, master's degree preferred.
- Minimum of 2+ years of experience as a Director of Music preferred.
- Strong personal spiritual focus in ministry of music and the arts.
- Experience conducting a variety of ages and styles of vocal ensembles, including teaching vocal groups.
- Experience with conducting instrumental and handbell ensembles preferred.
- Interest in and experience with a broad range of sacred choral (not limited to "traditional" music only).
- Experience with recruiting, training, and nurturing musicians from the congregation.
- Experience in supervising volunteers and paid music staff.
- Ability to interact with all church staff, volunteers, and the congregation in a professional, flexible, and courteous manner, maintaining an enthusiastic and supportive attitude.
- Strong organizational skills and the ability to manage multiple tasks.
- Ability to work independently exhibiting self-initiation and collaboratively with both staff and volunteers.
- Competent in the use of computers, audio/visual, and sound system technology.
- Flexible to multiple changing priorities.