

**Job Posting for the
DIRECTOR OF THE WESLEYAN CHOIR
Vestal United Methodist Church**

Purpose: Promote the spiritual life of the congregation and its members through music ministry. To direct the Wesleyan Youth Choir (grades 6th -12th)

Qualifications:

1. Demonstrates Christian faith
2. Proficiency in voice with ability to teach youth.
3. Familiarity with Christian music
4. Able to lead, inspire and recruit members of the choir with energy and enthusiasm
5. Experience leading a choir preferred.
6. Bachelor's degree in music, music education or related field preferred.

Position: Staff, Salaried – part time, September through June

Accountability: To the Director of Music, the Senior Pastor, and the Staff Parish Relations Committee.

Responsibilities:

1. Direct the performances of the Wesleyan Choir.
2. Recruit members for the Wesleyan Choir.
3. Plan, select music for, and direct weekly Wesleyan Choir rehearsals and extra Wesleyan Choir rehearsals as needed. Submit music for these rehearsals to the accompanist(s) in advance with ample time for learning and practice as needed.
4. Coordinate Sunday and special services performances and worship themes with the Director of Music.
5. Submit titles of music (to be sung by the Wesleyan Choir for worship services) to the church office early in the week to be printed in the bulletin.
6. Plan, with the Director of Music, any services at which the Wesleyan Choir will join another choir in presenting special music. Rehearse music at Wesleyan Choir rehearsals as needed.
7. Order music for the Wesleyan Choir, either directly from the supplier or through the Director of Music. Ensure copyright laws are observed.
8. In October submit a proposed Wesleyan Choir budget for the following year to the Director of Music.

9. Be responsible for cataloging and filing music for the Wesleyan Choir, for care of other property (robes, folders, etc.) of the Wesleyan Choir, and for any space used by and/or assigned to the Wesleyan Choir.
10. Open, close, and secure (as necessary) the building for each rehearsal of the Wesleyan Choir.
11. Submit concerns and/or reports as necessary relating to the Wesleyan Choir to the Director of Music, the Pastor, and/or the Staff Parish Relations Committee as necessary and appropriate.
12. Meet at least annually with the assigned liaison from the SPRC.
13. Ensure compliance with the VUMC Safe Sanctuaries policies.

Successful completion of background check required for any VUMC employee.

Applicant must possess all auditory, speaking and communicating capabilities necessary to complete the responsibilities detailed above. The essential functions of this position include, but are not limited to, the following such as sitting, standing, walking, bending and twisting, climbing, speaking, hearing, writing, lifting, typing, filing, seeing and reading.

The Vestal United Methodist Church is an Equal Opportunity Employer