

## POSITION DESCRIPTION Director for Children's Music

### PURPOSE

The Director for Children's Music will implement an effective music ministry for children (Kindergarten through Grade 5).

### SCHEDULE

This is a part-time position September – June with varying weekly hours depending on the church schedule. The average is between 5 and 10 hours per week. The current schedule is Children's Choir on Tuesday afternoons for a 45-minute rehearsal (October through early December and February through Palm Sunday). Westminster Choristers rehearse on Wednesday afternoons for a 45-minute rehearsal September through May. Additionally, responsibilities include coordinating music at VBS, the third week of June, in the mornings.

### ACCOUNTABILITY

The Director for Children's Music shall work in collaboration under the supervision of the Director of Music and the Arts and is accountable to the Westminster Session.

### QUALIFICATIONS

Preference will be given to applicants who possess the following qualifications:

1. Education in music with both vocal and keyboard skills.
2. Good organizational, communication, and relationship-building skills.
3. Ability to solve problems, learn quickly, and work efficiently.
4. Children's music experience.

### RESPONSIBILITIES

- Serve as Director of the Children's Choir (Kindergarten – Grade 2):
  - Select music in consultation with Director of Music with texts which are compatible with Reformed theology.
  - conduct weekly rehearsals currently on Tuesday afternoons (October – early December and February – Palm Sunday).
  - direct the choir on a Sunday in Advent and Palm Sunday.
- Serve as Director of the Westminster Choristers (Grades 2 - 5):
  - Select music in consultation with Director of Music with texts which are compatible with Reformed theology, including a children's musical.
  - conduct weekly rehearsals currently on Wednesday afternoons (September – early December and January – mid-May),
  - direct the choir on Sunday Mornings four Sunday mornings including, a Sunday in Advent and Children's Musical on a Sunday in early May.
- Work with the Director for Children's Ministries who leads the Bridges Midweek Fellowship in collaboration with Chorister Choir practice. (Grades 3-5)
- Serve as Music coordinator for Vacation Bible School (third week of June).

### EVALUATION AND COMPENSATION

The Director for Children's Music will meet with the Director of Music and the Arts for an annual performance review and be compensated on an hourly basis.

Approved July 14, 2022