

Job Title:	Music Director	Job Category:	Exempt
Location:	Midway	Travel Required:	Limited
Reports to:	Worship Director of Midway	Position Type:	Part Time

Job Summary: The Music Director assists the Worship Director in cultivating a life giving, passionate and skillful culture of worship at New Life through the spiritual and musical leadership of the band.

Essential Functions and Responsibilities

- Assist in the planning and implementation of the music for New Life Midway worship services and events.
- Assist in the training and coordination of the New Life Worship Band team.
- Assist in the coordinating and implementing of tracks (if needed) in worship services.
- Assist the Worship Director with team planning and implementation of projects and assist in achieving weekly goals.
- Contact potential Worship Team members and help them go through the process of becoming a member of New Life Worship.
- Schedule bands at Midway location.
- Participate in the musical production of Midway services and special events.
- Coordinate and oversee the band development process for Midway.
- Assist in the timekeeping of all New Life Worship paid musicians.
- Assist in creating check requests and fuel reimbursements.
- Assist in the recruiting of potential Worship Team members.
- Assist in printing worship set list and chord charts.

Other Duties and Responsibilities:

- Music director stage position
- Instrumentalist
- Contact all instrumentalists with audition results.
- Assist in the training of Worship Team.
- All other duties as assigned.

Skills/Qualifications/Attributes:

- A spiritually mature Christian in full agreement with New Life's statement of faith; strong desire to serve Christ and His church.
- Minimum of 3 years band experience in a local church.
- High-capacity, multi-tasking individual comfortable working independently without constant supervision. Highly self-motivated and directed.
- Ability to effectively prioritize and execute tasks in a high-pressure environment.
- Proficient in Microsoft Office; ability to learn and use Planning Center online software.
- Strong written/oral communication and interpersonal skills.
- Outstanding leadership skills. Someone with a positive attitude, a heart of a servant, fun/enjoyable and loyal.

Updated 11/5/24