MINISTER OF MUSIC (Part-Time)
Lecompte Campus

PRINCIPAL FUNCTION

The Minister of Music will direct the planning, coordinating, operation, and evaluation of a growing Music and Worship Ministry at the Lecompte campus of FBC Pineville.

ADMINISTRATIVE SUPERVISOR: Lead Pastor or Lecompte Campus Pastor

PROFILE

1. Has a personal commitment and devotion to Christ and His church, and a sense of call to minister for Christ through a local church.
2. Exhibits proven ability to organize, administer, and evaluate church programs, especially those related to a music and worship ministry.
3. Has a commitment to the purpose of worship and educating and involving the entire church in worship.
4. Has a high level of energy and self-motivation.
5. Communicates effectively through the spoken and written word.
6. Relates well to individuals and groups.
7. Displays the ability and willingness to work with the Pastor and staff as a team.

RESPONSIBILITIES (MUSIC MINISTRY)

1. Continually educate the congregation as to the true focus of worship.
2. Serve as the leader in worship services, giving direction to the worship support leaders, congregational participation, and other phases of worship.
3. Work with the Campus Pastor in planning regular and special worship services of the church and be responsible for the selection and preparation of music. This includes both Sunday and Wednesday services.
4. Prepare appropriately for weddings, funerals, and other special events to be held in the church as requested.
5. Keep informed on current music methods, materials, promotion, and administration, utilizing them where appropriate.
6. Work with the Pineville Music Minister in determining music ministry goals, organization, leadership, facilities, finances, and administration.
7. Direct the planning, coordinating, operation, and evaluation of a comprehensive music ministry, including a graded choir program and oversight of the music ministry budget.
8. Coordinate the performance schedule of music groups, accompanists, and individuals.
9. Assist the Pineville Minister of Music in direction for seasonal productions and events.
10. Oversee the development of a preschool through students graded music ministry including choirs, bands, drama teams, ensembles, etc. as appropriate based on participation and skill levels.
11. Plan and coordinate concerts at the Lecompte campus.

RELATIONSHIPS

Organizational Relationships

1. In consultation with the Campus Pastor, prepare an annual budget to be recommended to the Finance Committee.
2. Provide fellowship opportunities for the members of the music ministry.

Staff Responsibilities

1. Attend staff meetings that include PT ministry staff.
2. Attend churchwide staff meetings at the Pineville campus as scheduled.
3. Attend Lecompte Campus Lead Team meetings.
4. Maintain an up-to-date calendar related to the Music Ministry and coordinate the church music ministry with the calendar and emphasis of the church.
5. Comply with all established church policies and procedures as well as all applicable federal and state laws.
6. Assist other staff members with church-wide projects and with other major projects as time permits.
7. Fulfill other duties as assigned by the Campus Pastor.

PERSONAL CONSIDERATIONS

1. Maintain a program of personal and professional development.
2. Maintain a program of study of new methods, plans, and projects related to areas of work.
3. Maintain a personal devotional life and spend a reasonable amount of time with family.
4. Function as a Spirit-filled person, exhibiting submission to the Lord, an adherence to Bible Study and prayer, and a firm dedication to the ministry.
5. Display an attitude of cooperation, friendliness and helpfulness, along with the fruit of the Spirit named in Galatians 5:22-23.
6. Think and be creative; determine ways for more effective organization and ministry.

DENOMINATIONAL SERVICE

Schedule and perform Associational, State, and Convention responsibilities as time permits, as approved by the Pastor.

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Expected Hours: approximately 12 hrs. a week

Sunday – 3 hours (approx. 8:45 AM -11:45 AM)
Wednesday – 2.5 hours (approx. 5:30 PM - 8:00 PM)
Preparation – 3-6 hours a week
Lead Team Meetings, staff meetings, and special events throughout the year

Compensation: $300 a week