



Minister of Music Job Description

Immanuel Lutheran Church, Eden Prairie MN

Essential Functions of the Job

- Guide and oversee Music Staff.
- Direct Reformation Choir, Brass group ensembles, Bell Choir and other instrumentalists and music groups as needed.
- Supervise organist/pianist, Servant Song and Children's Choir directors
- Have soundboard and AV knowledge, as well as oversee Worship Media Specialists and manage volunteers.
- Participate in Staff/Program Staff Meetings.
- Manage Music Library and Budget.
- Participate in Service Planning, including weekly, seasonal services, themes and special events and/or festival services:
 - Oversee worship bulletin outline for all worship events (except for most weddings and funerals).
 - Coordinate and Schedule Music Ensembles and Soloists.
 - Create liturgies with ELCA Lutheran lens, using available resources on-line or other.
 - Oversee the volunteer database for recruitment into church music programs.
 - Recruit and schedule guest musicians.
 - Make sure substitutes are in place when regular musical staff is on vacation.
 - Provide as needed (and as available) worship and music support for other congregational events, such as senior gatherings, children's events, weddings and funerals.

Additional Responsibilities:

- Oversee copyright and licensing compliance for worship materials.
- Oversee maintenance of musical instruments (pianos, organ) and choir library.
- Maintain professional competency by practicing, performing, attending continued education opportunities and/or reading professional journals.

Qualifications:

- Possess at least a bachelor's degree in Music with included or additional training in church music/worship.
- Five years' experience as director of worship and music or the equivalent preferred.
- Excellent people management skills.

- Possess a pastoral sense for mentoring and developing worship leadership and the musical gift in others as well as a vision for both worship and the ability to express that vision
- Enjoy working in a team environment as well as exhibiting excellent ability to work with both professional and non-professional musicians, worship leaders, and volunteers.
- Demonstrate proficiency in conducting both choir and instrumental ensembles
- Be acquainted with a wide body of music, worship literature and resources.
- Convey a deep knowledge of both traditional and contemporary worship forms and music styles; a background in the Lutheran (ELCA) worship, theology, liturgy and the arts is desired.

To apply send cover letter and Resume to Paul Nelson, Senior Pastor: paul@immanuel.us

Note: Nothing in this position description restricts the congregations right to assign or reassign duties and responsibilities to this position.