



Minister of Music

The principal function of the Minister of Music is to serve and lead the body of Christ at First Baptist Church in worship and service through the music ministries of the church. This is a full-time position that reports to the Senior Pastor.

Qualifications and/or Skills Needed

- Minimal expected educational background should include a bachelor's degree in music or church music.
- Masters degree in music or church music preferred.
- Successful, full-time music ministry experience in previous position(s) of 3-5 years preferred.
- Previous experience in leadership of employees, ensembles, and volunteer leaders preferred.
- Passion for Jesus Christ and leading others in worship of Jesus.
- Ability to structure a worship service that is both engaging and inspiring to church membership and guests.
- Ability to guide worship attendees through a worship service while adding deeper nuances and thought to hymns, anthems, etc.
- Platform presence with personality and charisma that can energize others and lead them in worship.
- Knowledge of a variety of music and worship styles such as traditional and modern hymns, new worship songs, choral anthems, blended worship experiences, etc. This includes the ability to sing, play, and lead as needed.
- Experience in leading intergenerational worship with congregants of all ages is ideal.

Key Responsibilities

- Planning and execution of excellent worship services in a team effort with the Senior Pastor and other ministerial staff members.
 - Choose hymns, congregational songs, choir anthems, and other appropriate worship music
 - Coordinate additional special music and worship experiences such as solos, vocal and instrumental ensembles, keyboard music, etc.

- Choose or create weekly worship materials such as call to worship, welcome, invocation, litanies, etc.
- Oversee visual aspects for worship such as robes, stoles, pulpit scarf, and flowers in coordination with the flower team.
- Assist office staff in preparation of weekly worship guide
- Oversee weekly sanctuary set-up for worship along with facilities manager and / or volunteers.
- Meet weekly with accompanists for worship preparation.
- Communicate promptly and clearly with all worship leaders weekly.
- Plan and administer the budget for the music ministry and related areas
- Direct or supervise choirs and ensembles appropriate to the resources available in the church
 - Recruit and organize participants
 - Evaluate, purchase, file, and distribute materials as needed
 - Lead regular rehearsals
 - Communicate regularly with participants of sanctuary choir, adult handbells, children's choir(s), instrumental handbells, etc.
- Explore and promote music opportunities for children and youth.
- Supervise other personnel in the music/worship ministry area such as organist, accompanist, and sound tech.
- Coordinate maintenance of equipment related to the music ministry such as organ, pianos, handbells, robes, stoles, etc.
- Coordinate A/V schedule with sound tech and volunteer team for sound and live stream ministry needs.
- Communicate regularly with technology support companies for sound and streaming for upgrades and support.
- Maintain worship streaming software and equipment.

Other Assigned Tasks

- Plan and conduct special programs, especially for significant dates in the Church Year – Advent/Christmas, Lent/Easter, etc.
- Plan the annual Carrollton Christmas Celebration for Sunday morning worship during Advent.
- Participate in the wider ministry of the church through hospital visitation, contact during crisis, and meeting other spiritual needs of the congregation.
- Connect with community partners for special music and / or worship experiences.
- Attend weekly staff meetings, yearly staff retreat, and other staff training events.
- Be fully active in the life of the church.
- Other duties as assigned.