



UNITED PRESBYTERIAN CHURCH  
Albany, OR

## Music Coordinator/Choir Director

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### **Purpose:**

The Director of Music oversees and provides music for the worship life of United Presbyterian Church that honors the inclusive and expansive styles of music used at UPC: classical, jazz, contemporary Christian, international, and traditional hymnody and songs.

### **Qualifications:**

- Bachelor's Degree in music and/or extensive experience in working with volunteer singers and instrumentalists
- High level of overall musicianship
- Knowledge of sound production technology

### **Duties:**

#### Music Coordinator

- Plan and implement appropriate music for Sunday worship services, and for midweek and special services as required, after consulting with the pastor regarding season or theme.
- Contact, organize, and schedule volunteer and paid instrumentalists and keyboardists. Plan and lead all musical rehearsals as needed.
- Recruit, encourage, and develop participation in all musical groups.
- Attend church staff meetings as able and serve on church Worship Committee.
- Supervise piano and organ accompanists.
- Select, purchase, and maintain music and music resources within budget guidelines.
- Submit weekly reports for music licensing.

#### Choir Director

- In consultation with the Pastor, select music for the choir.
- Organize and lead weekly choir rehearsals and special rehearsals as needed.
- Direct choir on Sundays.

### **Supervision:**

Directly supervised by Pastor/Head of Staff, and is ultimately responsible to the Session through the Personnel Committee. Performance reviews will be conducted annually by the pastor as head of staff. The Personnel Committee will annually review the adequacy of compensation.

**Classification:** Part time (approximately 12 hours per week)

**Compensation:** \$25 – \$30/hour depending on education and experience

Please send cover letter and resume to Brandon Lewis: [brandonl.upc@gmail.com](mailto:brandonl.upc@gmail.com)

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