

Interim Part-Time Choir Director

*Midway Christian Church
123 East Bruen Street
Midway, KY 40347
www.midwaychristian.org*

Overview

The position of Interim Part-Time Choir Director at Midway Christian Church (Disciples of Christ) focuses primarily upon preparation of the sanctuary choir for worship services on Sunday morning and special occasions. Midway's choir, while small, is gifted and capable of performing a wide range of pieces and styles.

There is one worship service at 10:55 am on Sunday mornings. The worship is in the Disciples of Christ tradition and might best be described as traditional/liturgical. This could be thought of as a middle ground between Presbyterian and Baptist worship styles. The choir typically presents an **anthem** prior to the sermon, and a **benediction response** at the close of the service. Worship on special occasions (Maundy Thursday, Easter Sunday, Christmas Eve) is planned and developed in consultation with the Worship Committee and the Minister of the congregation.

The choir practices each Wednesday evening for one hour at 7:00. There are times when practice is suspended for holidays and other events. Sometimes, the choir takes a summer break from practices.

The choir looks to the Director to set the tone, provide for ample rehearsal of materials, inspire to reach its potential, and enter worship services with an appropriate attitude that comes from confidence in preparation and an uplifting atmosphere.

Expectations

- Knowledge and experience with directing a volunteer church choir
- Committed background to church life
- Familiarity with music used in worship and understanding of Disciples theological perspective
- Good interpretation skills and creativity for producing results with each piece
- Ability to choose music appropriate to the themes of a given service-this is dictated either by scripture/sermon of the preacher, or by the liturgical season (Advent, Epiphany, Lent, Easter, Pentecost, etc.)
- Good ear, good singing voice, ability to achieve good balance (voices and instruments)
- Organization and preparation to provide rehearsal opportunities weeks in advance of a given presentation
- Communication with accompanist to provide time for his/her rehearsal
- Flexibility!! !-This is a volunteer choir at a small church!
- Work with a variety of styles (gospel, "classic", Spirituals, contemporary)

- Encourage choir members to present solos, duets, and quartets on occasions
- Purchase new music when needed (with Music budget)
- Develop positive working relationship with staff and choir

Organizational Skills

- Manage an efficient choir practice
- Ensure that music is in order with copies for all singers/accompanists
- Choose selections well in advance
- Communicate choir selections after each Wednesday rehearsal to the church secretary (for bulletin)
- Arrive early on Wednesday and Sunday
- Monthly Worship Committee meetings (Second Monday of the month in the evening)
- Monthly meetings with Ministry staff

Dates and Times for Services and Practices

- There is a choir anthem or other special music during each service (special services on occasion will feature more pieces in conjunction with planning with Minister and Worship Committee).
- There is a Benediction Response to close the services.
- Rehearsal is at 7:00 pm on Wednesday, concluding at 8:00 pm. Special needs may require additional rehearsal.
- The choir rehearses at 10:30 am on Sunday. The service begins at 10:55 am.
- Typically, the choir schedules a "retreat" in November on a Saturday to rehearse for Advent/Christmas music. The choir also schedules at "retreat" to rehearse Lent/Easter music depending on when Easter falls.
- Midway Christian hosts a worship service at the Homeplace at Midway Nursing Home every other month.

Other Opportunities

- The church owns a full range of hand bells. They are usually used as part of our worship services for Advent/Christmas and Lent/Easter. The bells have recently been refurbished. The church would like them used more throughout the year. This would be above and beyond the choir director's job description and would come with additional pay.
- There will be occasions when the choir will sing at community services and functions.

Compensation

Midway Christian Church (Disciples of Christ) offers a salary of \$ 250/week for the position of Choir Director with the understanding that some weeks require a heavier workload than others. The church also pays 14% to the Pension Fund (retirement) but this can be taken as salary if preferred.

The Choir Director may take up to four Sundays and four Wednesday rehearsals as paid vacation or personal time per calendar year. The Part-time Choir Director is responsible for maintaining leadership in his/her absence. **The Choir Director is expected to be present for Maundy Thursday, Easter Sunday, and Christmas Eve.**

The Choir Director is supervised directly by the Minister, who serves as the administrator of the church staff. A Personnel Committee will meet with the Choir Director three times per year and consult with the Minister regarding recommendations for salary increases and performance evaluations.

A 2-week notice is required for either party to terminate this agreement. Severance pay must have church board approval.

Both the representatives of the Midway Christian Church (DOC) and the church choir director agree to the terms of employment and expectations listed above. Employment begins upon church board approval & the dated signatures below.

MCC Chair of the Board Date

MCC Minister Date

Accompanist Date

Midway Christian Church (DOC)
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