ZION LUTHERAN CHURCH OF AVALON PARK

Job Description: Minister of Music

General Expectation of Staff Members
Zion Lutheran Church's stated mission is as follows:

_We the people of Zion Lutheran Church, rooted at 85th and Stony Island, commit ourselves to: Focus on the good news of Jesus Christ, Outreach and Building Disciples._

It is expected that every member of Zion’s staff will strive to carry out the fullness of this mission in their specific areas of ministry. The Minister of Music is a part-time employee of Zion, supervised by the Pastor.

Staff members realize they are leaders in a spiritual community. As such, it is vital for them to tend their own personal spiritual health. Staff members are also to model a spirit of hospitality whenever the congregation is gathered together. This is important because it helps people be aware that Zion is a congregation that cares for them and welcomes them into its midst. As a leader in the congregation, it is important that the Minister of Music work collaboratively with other staff and volunteer teams, under the guidance of the Pastor. To that end, open discussion is always encouraged and expected. When among members of the congregation, it is essential that the staff be supportive of one another, and supportive of the decisions that have been made as a group.

Knowledge, Skills. Abilities
1. Prefer undergraduate and/or graduate degree in music, with knowledge, skill, and experience leading church-based music programs.
2. To provide organ and/or piano accompaniment for all hymns - congregational singing and the varied forms of liturgy- traditional Lutheran, traditional gospel & spirituals, contemporary praise & worship and contemporary Black Gospel.
3. To work closely with the Pastor to enhance the worship settings and selections through thoughtful and advanced collaborative planning.
4. Knowledge of a broad range of appropriate worship music, and of the role of music in Lutheran worship, and provide the congregation with a broad spectrum of musical experiences.
5. A creative and open mind and spirit, and an ability to use creativity in a manner that encourages an atmosphere of excitement and enthusiasm for worship.
6. Ability to lead the choir, and to establish and maintain good communication and working relationships with choir members, church staff, and parishioners.
7. Ability to read music and to play by ear, including learning parts from recordings strongly preferred.

General Responsibilities
The role of music in the church is to support the centrality of the Word and Sacrament ministry. Church music should be first and foremost dedicated to the glory of God in worship. It should encourage congregational involvement and inspire congregational participation in worship.
1. To involve the members of Zion and beyond in the activities of our congregational community and to create an atmosphere of excitement and enthusiasm for worship and community life.
2. To develop new music ministries, if of interest to the congregation, that will be meaningful to all worshippers, such as a children's group, or small ensembles.
3. To collaborate with the staff in such a manner as to create a positive atmosphere utilizing teamwork and flexibility to achieve desired goals.

Specific Responsibilities
1. Collaborate with Pastor and other appropriate persons in the selection of congregational hymns and music; prepare and give to the church office manager the schedule of hymns, special music, and other music to be included in the worship service folders.
2. Meet with the Pastor to help plan and schedule the various aspects of the music program.
3. Participate in budget planning with regard to worship life.
4. Choose, order and/or prepare music for the choir to sing.
5. Rehearse and direct the choir for the worship services from September-May including any other special music requested for regular and special services.
6. Maintain and oversee the music library, attending to the rehearsal folders in a timely fashion.
7. Provide all organ and piano music that is part of the worship services (currently, one Sunday morning service per week), including hymn accompaniments and musical settings from various liturgies chosen for different seasons; prepare and perform gathering music, and special music appropriate for worship; recruit and oversee the volunteers who provide special music for various occasions.
8. Provide music for all weddings, funerals, and special services requiring music, or arrange for coverage.
9. Schedule regular maintenance and special repair of all church-owned keyboard instruments and other types of church-owned instruments that may be purchased in the future.
10. Arrange for substitute organist/musician when out on leave, or prepare an accompaniment track.

Employee Classification
The Minister of Music position may be 3-5 hours per week. During certain times of the church year such as Christmas and Easter, more hours may be required. The Minister of Music is a salaried, part-time employee position.

Future Possibilities
In the midst of the COVID pandemic, Zion is currently worshipping remotely via Zoom. Consequently, weekly responsibilities have been adjusted but still, the minister of music is expected to assist technically with worship, and to provide live and recorded music weekly.

The Minister of Music may also be presented with the possibility of additional responsibilities at a neighboring ELCA congregation (St. Stephen’s) for additional compensation. Such duties could include accompanying, soloing, directing the choir and leading worship. Zion is in the midst of considering partnerships with other South Conference congregations to maximize effectiveness, impact and stewardship by working collaboratively where it is possible and makes sense.

For more information or to apply, contact Congregational President Cheryl Sanders at csanders58@outlook.com