

First Baptist Church of Bennington, Vermont

DIRECTOR OF MUSIC

Qualifications

1. Proven skills in piano performance and established experience with accompanying a congregation in worship. Skill in organ performance is not required.
2. Competent ability to lead and teach persons to sing religious music in a variety of styles and raising the congregation's awareness of the many musical traditions of the Church.
3. Ability to maintain a collegial spirit with congregation, lay leadership, and church staff.

Responsibilities: The director of music shall be responsible for:

1. Cooperating with the minister in all music matters pertaining to the planning and carrying out of the church's worship and programming. The Music Committee, in consultation with the minister, will carry out the supervision of the position.
2. evaluating and enhancing the ongoing music ministry of the congregation.
3. Providing accompaniment for regularly scheduled Sunday morning worship, special services throughout the liturgical year, and extra events as coordinated with the church office.
4. Facilitating choir rehearsals, seasonally scheduled, and any necessary extra sessions. The director shall be responsible for coordinating communication with the choir members to notify any changes or cancellations related to choral events.
5. Choosing and playing all service music each service, and communicating with the church office of all music (hymns, service music, and anthems) on a weekly and timely basis to assure bulletin publication deadlines are met.
6. To coordinating the inviting of guest musicians for services in consultation with the minister and within the budget allocated per annum for musicians, and to advise annually the revision of fees for guest musicians for the annual budget of the congregation.
7. To purchase new music as necessary, within the budget of the church, and maintain the music library of the church to ensure organization and use of our repertoire.
8. To alert the office of any musical instrument maintenance and repair needs.
9. To maintain ongoing professional development opportunities to improve one's craft in Christian worship, choral direction, and music performance.

Compensation and Benefits:

1. The director of music shall be compensated at one-quarter time, paid at the end of each month for services rendered. The compensation is budgeted annually by the Music Committee, in consultation with the board of trustees, and voted upon by the church body.
2. The director of music shall receive four weeks of paid vacation per annum, and the director of music shall coordinate the necessary substitute in his or her absence. The director shall maintain an annual listing of available substitutes on file in the church office.
3. The director of music shall arrange for substitutes for occasions when absent and not on vacation. The director shall be responsible for the compensation of the substitute, except in the case of regular vacation time. If an absence is necessitated, the director of music must notify the minister or church office immediately to coordinate necessary arrangements for an absence. The director of music shall be accountable to the Music Committee for any absences, other than emergency circumstance. The congregation does not offer any paid absences other than the four weeks of vacation leave.
4. The notice of termination of this employment relationship can be given by either party within 60 days written notice.