

Purpose or Job description: To serve this church by developing a well-rounded music program that supports the entire churches mission and vision statement.

II Corinthians 10: 3-6

(Our desire is to be the strength of the community). Matthew 5:14-16

General Duties of the Minister of Music

1. Direct or assist in the planning, organizing, conducting, and evaluating of a comprehensive music program in preparing the choirs of FBC-Wrightsville (mass, youth and male chorus) for internal and external ministry.
2. Work with church administrative staff and other church departments on appropriate music needs for various church programs. This will include normal worship service, special worship service, wedding, funerals. Special services can include but is not limited to services like Christmas, Easter, Local and State Congress etc.
3. Rehearsals for all choirs –this will be expanded upon in the Specific responsibilities section for Minister of Music
4. Rehearsals with other musicians – this will be expanded upon in the Specific responsibilities section for Minister of Music
5. Direct and lead the musicians employed by FBC-Wrightsville – Organization chart will be provided by employer
6. Coordinate the Music program with the Church calendar.
7. Prepare an annual music budget for approval and administer this budget within the guidelines of FBC-Wrightsville budgetary guidelines.
8. Performance Reviews with the Business Administrator quarterly
9. Recruit, equip, motivate, supervise and shepherd music team leaders and musicians

Specific Responsibilities of the Minister of Music

1. The Minister of Music will report directly to the Pastor of the Church
2. Oversee other musical staff such as directors of choirs, organists and other musicians, and accompanists.
3. Communicate faithfully with the Senior Pastor and staff.
4. Participate in the life and ministry of the church.
5. Attend and perform on Sunday regularly scheduled services, for the entire service.
6. Hold weekly rehearsals (minimum of 1 per week, but not limited to 1 per week) for choirs and weekly sessions for musician's practice. These rehearsals will be at the minister of music discretion but should be conducive to all parties being able to attend and participate.

7. The obligation of performing Sunday at regular service and preparing the choir for Sunday service performance via rehearsal session(s) and musician practice will be considered as part of your base salary requirements. *See item 11*
8. Additional services that the choir and/or minister of music will be asked to perform at or attend will be treated separately and compensation will be in the amount of no more than \$150 per engagement/event). This compensation will be made separately from the normal base salary, and distributed upon completion of the attended event or the completion of performance duties have been rendered.
9. Additional compensation will be provided for performing at events related to the ministry of the church. This compensation will be in the form of travel compensation. If our minister of music is asked to travel outside of Little Rock or more than 20 miles from Little Rock we will compensate an additional \$40 for travel expense.
10. There will be no Musician Appreciation annual program given for this ministry. It will be at the churches discretion whether to award an annual bonus in the form of monetary compensation (a "Musician Appreciation" bonus).
11. We are expecting at a minimum of 8 hours week to be dedicated to the position of Minister of Music. The 8 hours are broken down as follow.
 - a. Sunday Service – 9:30am – 12:00 (noon)
 - b. Weekly Rehearsal – Time to be determined – 1.5 hrs
 - c. Selecting, Learning, Individual practice, travel etc – outside of FBCW – 4hrs
 - Additional items may or can be added to the duties and responsibilities of the Minister of Music as deemed needed or necessary.