

Wesley Memorial Methodist Church

POSITION DESCRIPTION

JOB TITLE: Director of Contemporary Music

REPORTS TO (Title): Pastor Contemporary Worship & Evangelism

FLSA STATUS: Non-Exempt – Part Time

UPDATED: November 7, 2025

POSITION SUMMARY:

This position is responsible for leading the praise team and congregation in contemporary worship through music, focusing on **inspiring** authentic worship experiences, **building** musical excellence within the praise team, and **connecting** diverse musical styles with congregational spiritual growth. The director will create dynamic contemporary worship experiences that increase congregational participation, develop musical talent, and integrate modern worship styles meaningfully into the church's liturgical life.

All employees of Wesley Memorial will exemplify our church staff *core values*: CARE, COMPETENCY, COLLABORATION and CHARACTER.

CORE VALUES - KEY DUTIES AND RESPONSIBILITIES:

The following responsibilities demonstrate how each core value is lived out specifically in Contemporary Music Ministry:

CARE

Providing care through music that meets congregants where they are in their worship experience

- Shepherd existing praise team members with encouragement and spiritual support
- Discern the talent level of various Praise Team members and ensure musical selections are consistent with their abilities, providing growth opportunities without overwhelming
- Recruit new team members with sensitivity to their musical gifts and spiritual journey
- Create an environment where team members feel valued, supported, and spiritually nourished through music ministry

COMPETENCY

Demonstrating excellence in musical leadership, worship planning, and technical proficiency

- Organize and lead the Praise Team in rehearsals and worship services with professional excellence and spiritual focus
- Stay current on contemporary musical trends while maintaining theological and liturgical relevancy
- Study and understand the demographics of the congregation to select music that connects with diverse worship backgrounds
- Coordinate with the Pastor of Contemporary Worship and Evangelism regarding worship themes and plan music consistent with themes and the liturgical calendar
- Organize rotation of musicians and vocalists to ensure consistent coverage and development opportunities
- Maintain a thorough knowledge of operation for all equipment and software for all production elements of worship services including on stage, Livestream, Facebook, YouTube and other digital mediums. Coordinate with volunteers to ensure they are capable of operating systems while you are on stage / not available.
- Maintain and oversee equipment maintenance for sound, lighting, and musical instruments
- Prepare and lead music for the 9:30am Contemporary Worship Service with excellence and spiritual sensitivity
- Manage financial resources responsibly including budgeting process, expense management, and reporting to the designated church financial manager
- Maintain work/life balance through scheduled day(s) off and sabbath practice
- Gain new skills and expand knowledge base through continuing education in contemporary worship and music ministry

COLLABORATION

Working cooperatively with staff, volunteers, and congregation to create unified worship experiences

- Collaborate effectively with Pastor of Contemporary Worship and Evangelism and worship team to ensure seamless integration of music with overall worship flow
- Work cooperatively with other ministry personnel to support special events, seasonal celebrations, and cross-ministry initiatives
- Via regular team meetings, roster team chemistry among praise team members through relationship building and shared vision
- Adapt musical selections to complement and enhance other worship elements including prayers, scripture, and sermon themes
- Facilitate youth participation with on-stage worship leadership
- Coordinate with traditional music director for special combined services and seasonal celebrations

CHARACTER

Demonstrating personal integrity and spiritual maturity that reflects Christian values and Methodist doctrine

- Demonstrate commitment to the Christian faith and serving God through excellence in contemporary worship music
- Model Christ-like behavior and spiritual maturity in all interactions with team members and congregation
- Be in alignment with the orthodox, evangelical doctrine of the traditional Methodist movement
- Maintain professional boundaries while building meaningful relationships with team members
- Demonstrate reliability, punctuality, and ethical behavior in all aspects of ministry

Other Duties

- May be assigned other tasks by the Pastor of Contemporary Worship and Evangelism and/or church leadership
- Participate in staff meetings and ministry planning sessions as assigned

EDUCATION, EXPERIENCE AND SKILL REQUIREMENTS:

Preferred Qualifications:

- Bachelor's degree in music, Worship Arts, or related field preferred
- Demonstrated experience performing and leading musicians in a contemporary worship setting
- Knowledge of music from a wide variety of styles that are appropriate for Christian worship
- Strong organizational skills and attention to detail
- Safe Church Training certification or willingness to complete within 30 days of hire
- Technology knowledge in sound equipment, music software, and worship presentation systems
- Valid driver's license and reliable transportation for ministry activities

MINISTRY-SPECIFIC QUALITIES:

- **Musical Excellence:** High-level proficiency in contemporary worship music with ability to play multiple instruments
- **Worship Leadership:** Ability to lead congregation in authentic worship experiences through music

- **Team Building:** Skilled at building community and chemistry among diverse musical team members
- **Theological Sensitivity:** Understanding of how music serves the broader worship experience and spiritual formation
- **Cultural Awareness:** Knowledge of contemporary musical trends and ability to select appropriate worship music
- **Technical Proficiency:** Competence with sound equipment, mixing, and contemporary worship technology and online platforms
- **Adaptive Leadership:** Flexibility to adjust musical selections and arrangements based on team abilities and worship needs
- **Spiritual Mentorship:** Ability to guide team members in both musical and spiritual development

SUPERVISORY RESPONSIBILITIES:

Serves as the supervisor for paid members of the Praise Team and provides leadership to volunteer musicians and singers.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit/stand for extended periods of time, speak and hear. The employee is frequently required to walk, write, reach with hands and arms, stoop or kneel. Must be able to lift a minimum of 40 lbs. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The incumbent in this position will spend time in sanctuary and rehearsal environments with varying acoustic conditions, electrical equipment, and performance settings.