

St. Andrew Lutheran Church  
3101 W. Cholla Street  
Phoenix, AZ 85029  
1-602-942-5811

### **Worship and Music Director at St. Andrew Lutheran Church**

St. Andrew Lutheran Church is seeking a Worship and Music Director to continue the strong music program of the congregation.

**Employment:** part-time (10 – 20 hours a week)

**Compensation:** salaried position - \$2,000 a month depending on experience

**Tentative start date:** as soon as possible

**A formal interview and audition with the choir will be part of this job application along with a possible third interview.**

#### **Objective/ Preferred Candidate Statement:**

St. Andrew Church is looking for someone who has an appreciation for worship music both new and old. A person with appreciation and ability for our Bigelow tracker organ, piano and for leading the choir. A person with willingness to work with the Pastor and Worship and Music committee to make the music a meaningful part of our services.

We would like to include children, some solos, ensembles and guest musicians. Our congregation has two octaves of hand bells, hand chimes, a djembe and multiple rhythm instruments that we would like to see incorporated into musical selections where possible. A huge plus would be a spirit of adventure and willingness to try different things and a heart for forgiveness when new things do not go as planned.

#### **Job requirements:**

1. A desire to continue to grow in the Christian faith and a desire to broaden your musical art and vocation.
2. Education: Degree in music or related field preferred or related work experience
3. Working knowledge of liturgical worship practice
4. Willingness to work as a part of a staff team to further the mission, vision and values of the whole church

#### **Desired Qualities:**

1. Excellent communication and relational skills (with both adults, youth and children)
2. Organized, creative, enthusiastic, patient and resourceful
3. Experience/Excellence in playing organ and piano in a worship service setting
4. Ability to lead a congregation in worship
5. Experience in organization and leading a congregational choir
6. Experience in worship planning

7. Experience in both traditional and contemporary worship style and settings

**Responsibilities:**

**1. Worship Leadership and Preparation**

- a. Collaborate with Pastor in the planning of worship services. This includes weekly AV review, meetings with Pastor, and monthly meetings with the worship team.
- b. Plan music selections and the necessary musicians to carry out the music for worship each week
- c. Actively lead any and all music portions of the worship service.
- d. Direct the choir for rehearsal and on Sunday mornings
- e. Submit songs and other parts of worship services in a timely manner to secretary
- f. Engage congregation in active and meaningful ways during worship and in the life of the congregation
- g. Plan special music for liturgical seasons and special occasions i.e. Lent, Advent, and Christmas
- h. Coordinate with Pastor, the musicians and accompaniment for services and/or occasional worship moments i.e. weddings, funerals, etc.
- i. Responsible for finding a substitute when not available
- j. Maintain the music library

**2. Volunteer Coordination**

- a. Recruit and lead volunteers related to worship music, including, but not limited to, vocalist, instrumentalists, etc
- b. Facilitate regular rehearsals for any and all music groups taking part in worship

**3. Other**

- a. Understand, communicate and implement God's love and the church's mission in the context of worship leadership
- b. Adhere to basic Lutheran theological understanding of worship
- c. Oversee all licensing and copyright issues for music utilized by the church
- d. Oversee the maintenance and care of all worship equipment, instruments, etc. within the confines of designated budget
- e. All other responsibilities as they evolve through the needs of the people and calling of the Holy Spirit

**General:**

1. This position reports directly to the Pastor
2. Must be eligible for a Level 1 Fingerprint Clearance Card and background check
3. St. Andrew Lutheran Church is a drug free workspace
4. St. Andrew Lutheran Church shall provide Workers Compensation Insurance and participate in the Federal FICA/Medicare program
5. St. Andrew Lutheran Church will provide PTO/Sick under Arizona law
6. Vacation time shall be one week paid vacation (not including Sundays) and Two Sundays paid vacation

How to apply: Submit a cover letter, resume, along with three personal references via:

Email: [pastorkari@standrewaz.org](mailto:pastorkari@standrewaz.org)

Mail to: 3101 W. Cholla Street, Phoenix, AZ 85029

Questions: please contact Pastor Kari at 602-942-5811 or 651-283-1189

This position will remain open until a Director of Worship and Music is hired.