

**JOB DESCRIPTION
FULL TIME POSITION
DIRECTOR OF MUSIC AND ARTS
UNITED PRESBYTERIAN CHURCH, WASHINGTON, IOWA**

GOAL

Our goal is to open people to God through a wide variety of forms of music and the arts. We seek a person who will provide spiritual leadership, expertise and guidance as we move toward this goal.

WHO WE ARE

The United Presbyterian Church is a part of the Presbyterian Church (USA) in the Presbytery of East Iowa. Our congregation is made up of about 450 members, which fairly evenly spans several generations. The current ongoing music programs are an adult choir and adult bell choir. New this year is a children's choir that meets during an after-school program. There are also a number of special groups that present music on occasion. The church is blessed with an extremely active children's and youth program with over 50 junior and senior high youth and 60 children involved in weekly programs. On Sunday morning, there is an early worship service in the chapel, an education hour for all ages, followed by worship in the main sanctuary. The sanctuary was recently renovated to make the front chancel platform larger and more flexible. Also, retractable screens and projection equipment was installed. In addition to a pipe organ, the church owns a grand piano, an electric piano, conga drums, tympanis and several octaves of bells.

EXPERIENCE, SKILLS, & ABILITIES

- Music degree and experience in choral directing in a congregational setting (non-ordained)
- Flexible in managing multiple priorities
- Strong organizational skills
- Strong communication skills
- Committed to living as a growing Christian leader
- Work well in a multi-generational church with a wide variety of musical styles
- Able to develop and lead a music program for children and youth
- Able to discover and develop peoples' gifts
- Demonstrate a creative spirit
- Skilled at instrument/s other than pipe organ (church already has an accomplished organist)

PRIMARY DUTIES AND RESPONSIBILITIES

- Develop and lead opportunities for growing in faith and expressing love for Christ through music and the arts.
- Recruit and provide leadership for volunteers in this ministry
- Lead and direct adult choir
- Lead and direct adult bell choir
- Lead and direct the music portion of summer Vacation Bible School

- Lead and direct the music portion of the yearly children's program
- Lead and direct other occasional music from adults and children
- Along with the pastor and session, develop and implement a vision for expanding the kinds of music used in worship and other church events
- Along with the pastor, plan and coordinate music for the weekly early chapel worship service and the sanctuary worship service
- Work cooperatively with the church's organist in planning music for the weekly worship service
- Supervise the repair and maintenance of the church's musical instruments
- Develop and manage the music department budget
- Oversee and manage the music library, purchasing new music when necessary within the budget
- Develop new music programs for children, youth and adults.
- Develop new ways to involve the congregation in other art forms.
- Participate in weekly staff meetings

OTHER INFORMATION

Search begun in October 2009

Salary and benefits are dependent upon qualifications and experience

Direct your inquiries to the Music Search Committee of the United Presbyterian Church of Washington. Interested individuals should send a cover letter and resume to:

Pastor Bob Wollenberg
P.O. Box 32
Washington, Iowa 52353
Email: upchurch@cloudburst9.net

Candidates are encouraged to send audio or video recordings of their musical leadership

The church's web site can be found at: www.upcwash.org
The Washington Chamber of Commerce web site is: www.washingtoniowachamber.com