

Our Saviour's Lutheran Church (ELCA)

1200 S. 40th St.

Lincoln, NE 68510

402-483-4126

www.osllincoln.org

Contact: Pastor Tobi White, lincolnpastor.oslc@gmail.com

We desire to fill the positions by the end of November/beginning of December.

DIRECTOR OF WORSHIP, MUSIC, AND ARTS (25-29 hrs/wk, depending upon skills)

Ministry Focus: The ministry focus of this position shall be to envision, enable and/or administrate all the activities of the congregation which incorporate music, worship, and the visual/performing arts into the worship life of the congregation, supporting and enhancing the vision and mission of the congregation. This ministry is one that uses a collaboration of traditional, historic, liturgical, contemporary, new, and fresh songs, hymns, and expressions.

Qualification: The Director of Worship, Music, and Arts should have a Bachelor's Degree or higher in Music OR equivalent experience. This person should have sufficient experience in the field of church music and programming to show the necessary administrative, musical, and ministry skills required for this position. This person should have both a love of God and a love of music and the ability to bridge the gap between 'traditional' and 'contemporary' worship expressions. This person should possess skills in some combination of the following areas ('*' indicates priority):

- *Keyboard proficiency (piano and/or organ) adequate to effectively lead worship services—including liturgy, hymns, contemporary songs, prelude, postlude, and sometimes special offertory music
- *Worship planning skills
- *Supervision of the selection of music suitable for worship
- *Computer skills necessary to use Microsoft Word, Powerpoint, Publisher, and Finale Music Notation Software
- *Creative/visionary skills
- *Organizational/Administrative skills
- *Ability to encourage, teach, and welcome people of varying musical skill
- Choral and instrumental conducting
- Basic knowledge pertaining to sound engineering and the use of electronic instruments and equipment used to enhance worship

Duties and Responsibilities:

- Coordinate worship services and leadership in collaboration with pastors and worship planning team (5 hrs/wk). Includes:
 - Planning liturgy, hymnody, and seasonal elements according to lectionary, sermon series, and any other focus for the service of the day.
 - Choose hymns and songs appropriate to the service and Scriptures of the day.
 - Leading worship planning meetings

- Overseeing major scope of worship direction
- Identifying and contacting occasional soloists and special music
- Lead worship (10-13 hrs/wk) **Hours include rehearsal/practice time.*
 - Lead through the use of piano and/or organ.
 - Accompany special music & groups, including Sanctuary Choir, Set Free Ensemble, and possibly band (when available)—including necessary rehearsals up to once per week for each.
 - Incorporate a variety of musical expression into worship the experience—including traditional, contemporary, liturgical, meditative, and up-beat, as appropriate to the setting and season.
- Publish worship resources (7 hrs/wk). Includes:
 - Utilizing Microsoft Word to create, design, and update worship folders for each service each weekend.
 - Utilize Microsoft Powerpoint to create, design, and update powerpoint slides for all services held in the Sanctuary (including Sunday morning worship, Funeral services, Wedding services, Midweek services, and other special events)
 - Utilize Finale Music Notation Software in order to create music ‘plates’ to include in worship folders, when necessary.
- Administrative Duties (2-3 hrs/wk, average)
 - Attend staff meetings
 - Serve as Staff Liaison to the Congregational Care Team
 - Attend monthly council meetings
 - Provide leadership alongside lay advocate leader for Congregational Care Team
 - Report to council and congregation regularly regarding team activities, needs, etc.
 - Attend monthly coaching sessions with the Senior Pastor
 - Manage the budgeted allotment for the selection and procurement of appropriate music and related music supplies for the conduct of the music and worship ministry
 - Oversee other musicians on staff and coordinate schedules for leadership.
- Oversee seasonal decorations (.25 hrs/wk)
 - Supervise the changing of seasonal decorations, working alongside volunteers
 - Update resources and supplies, as necessary.
- Act as direct supervisor over all other music staff (.75 hrs/wk)
 - Meet monthly with assistant music staff and lead volunteers
 - Communicate regularly with music staff and volunteers

Additional duties/positions, if applicable:

**Some duties above may be switched with one or more of the following positions as applicants’ skills dictate.*