

## Job Description

### **Prospect United Methodist Church**

99 Summer Street \* Bristol, CT 06010

*A growing Christian community of faith in action*

**Job Title:** Assistant Director of Music

**Purpose:** The purpose of this ministry is to create and provide leadership in the children and youth music program at Prospect UMC.

**Supervision:** The Assistant Director of Music will work under the direction of the Staff Parish Relations Committee and in cooperation with the Director of Music.

#### **Duties and Responsibilities:**

*Create & provide leadership in the Children & Youth Music Program*

1. Work with pastoral staff representative to develop a dynamic, inviting weekly children and youth music ministry.
2. Direct children and youth in presenting musical offerings in Sunday worship and special services on a regular basis.
3. Work with Director of Music and Staff Parish representative, as needed, to achieve intergenerational music opportunities for young children and youth.
4. Work closely with staff and committee representatives (e.g., Worship, Education, and Staff Parish) in presenting spiritually engaging music in worship.
5. Be actively involved with children and youth music ministries at ecumenical services and other special events and services hosted by PUMC.
6. Attend regular planning and development meetings with Director of Music and pastoral staff representative.

#### **Experience Required:**

Ability to work as part of a team of ministry

Can play musical instruments, specifically organ and piano

Easily approachable and friendly

Worship planning and leading skills

Volunteer coordination skills

Planning and organization skills

Computer skills a plus to branch into Media Ministry with youth

#### **Salary:**

\$4,000 for the 40 week part-time position; summers off

If interested, please submit your resume to the church office to the attention of Joyce Rioux.