



THE FIRST
CONGREGATIONAL CHURCH
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Job Title: Part-Time Music Director, First Congregational Church East Longmeadow, UCC

Reports To: Personnel Committee

Job Summary:

The Part-Time Church Music Director at the First Congregational Church East Longmeadow, UCC will lead and develop the church's music ministry, creating meaningful worship experiences that incorporate the church's rich musical resources, including an organ, piano, chimes, bells, and Conga drum. The director will collaborate with clergy, staff, and volunteers to plan and implement music for regular worship services, special events, and seasonal programs. Additionally, the director will build relationships with local community resources, fostering opportunities for collaboration and outreach through music. Preference will be given to candidates with strong organ-playing skills and a vision for utilizing the church's diverse musical instruments in worship.

Key Responsibilities:

1. Worship Leadership:

- Plan, coordinate, and lead music for Sunday worship services in close collaboration with the minister and deacons, supporting traditional, contemporary, and blended styles of worship.
- Facilitate the congregation in singing and worshipping through music, including hymns, special music, preludes, postludes, offertory, responses, etc.
- Select, in collaboration with the minister, anthems, and other music that align with sermon themes and the liturgical calendar.
- Play the organ or piano for worship services, or arrange for accompanists as needed.

2. Choir Coordination:

- Coordinate the inclusion of choirs on an occasional, ad hoc basis for special services or events.
- Support volunteer or guest choir leaders as needed for preparation and direction.
- Encourage choir participation during key liturgical seasons such as Advent, Christmas, Lent, and Easter..

3. Program Development:

- Develop and nurture a vision for the church's music program, incorporating a variety of musical styles and instruments.
- Organize special music programs, such as Christmas and Advent services, Easter services, or community events.
- Collaborate with other musicians and guest artists to enhance worship.

- Establish and support music-related community development initiatives, such as music workshops, outreach programs, or partnerships with local schools and organizations to promote engagement and foster relationships.
4. **Administration and Communication:**
- Attend worship planning meetings with the minister and other staff as required.
 - Manage the music budget, including purchasing sheet music, supplies, and equipment.
 - Communicate schedules, expectations, and updates to choir members, musicians, and church leadership.
 - Schedule and arrange for replacement music as needed.
5. **Instrument Oversight:**
- Ensure the proper maintenance and care of the church organ, piano, and other musical instruments.
6. **Volunteer Coordination:**
- Recruit and rehearse with volunteer musicians and vocalists.
 - Foster a welcoming and inclusive environment for all participants.

Qualifications:

- Strong proficiency in organ and/or piano performance, with a preference for candidates who are experienced organists.
- Experience directing choirs and/or congregational singing.
- Familiarity with traditional and contemporary church music, as well as liturgical practices.
- Strong organizational, leadership, and interpersonal skills.
- Ability to network within the community to bring resources into the church and create opportunities for the church to build meaningful relationships within the community.
- Ability to collaborate with the minister, staff, volunteers, and community organizations.

Preferred Qualifications:

- Degree in music, music education, or a related field.
- Experience working in a church or worship setting.
- Ability to play multiple instruments or arrange music.

Work Hours:

- Approximately 8–10 hours per week, including, but not limited to, Sunday worship, rehearsals, and preparation time.
- This is a part-time, year-round (or 10-mo) position.
- Additional hours for special events, holidays, or seasonal programs.

Compensation:

- Salary range \$14,000 - \$18,000 and commensurate with experience and qualifications.

Application Process:

Interested candidates should submit a resume and cover letter to Marge Atwater at margeryatwater@gmail.com (413-218-9658) or the First Congregational Church, % Music Director Search Committee, 7 Somers Rd. East Longmeadow, MA 01028