Director of Music and Worship Arts

Saint Paul's United Methodist Church
Tallahassee, Florida

Saint Paul's United Methodist Church seeks a **Director of Music and Worship Arts** to lead and coordinate the church's worship arts ministries. This person will serve as the primary organist for traditional worship; lead and support children's, youth, and handbell music ministries; supervise worship production staff; and work closely with clergy and volunteers to enhance the congregation's worship life. The position reports directly to the Senior Pastor.

Saint Paul's prefers to fill the position on a full-time basis (with benefits) but will consider qualified candidates seeking a part-time arrangement covering some parts of the stated responsibilities (see Options, below).

Primary Responsibilities

Worship Leadership and Music Ministry

- Serve as principal organist and accompanist for the church's traditional Sunday morning worship services.
- Collaborate with clergy and worship leaders in planning worship throughout the church year.
- Coordinate music selections for worship and special services (not including choir anthems).
- Accompany choirs, ensembles, soloists, and congregational singing.
- Support special worship events throughout the year, including Advent, Christmas, Lent, Holy Week, Easter, Pentecost, and other church celebrations.

Children's and Youth Music Ministries

- Supervise and support the Children's Choir Director.
- Serve as accompanist for children's choir ministries.
- Serve as Youth Choir Director.
- Plan and lead youth choir rehearsals and Sunday worship participation.
- Recruit, encourage, and equip volunteers to assist with children's and youth music programs.
- Develop opportunities for children and youth to participate in Sunday worship throughout the year.

Handbell Ministry

- Direct the church's handbell choir(s).
- Plan rehearsals and prepare handbell ensembles for monthly Sunday worship participation and special events.
- Recruit and develop handbell volunteers and participants.

Worship Arts and Production

- Supervise the church Videographer, who is responsible for worship projection, visual presentation, and operation of the church's livestream ministry.

- Coordinate visual and artistic elements that support worship.
- Work with staff and volunteers to ensure effective use of worship technology.

Administration and Stewardship

- Develop and manage worship-related and music ministry budgets.
- Oversee the selection and purchase of music resources and related materials.
- Coordinate maintenance, tuning, and repair of the church's organs and pianos.
- Identify and schedule musicians for special music in Sunday worship.

Collaboration and Staff Relationships

- Work closely with the Senior Pastor and church staff in planning and implementing worship.
- Collaborate with other music ministry leaders while respecting their separate supervisory relationships.
- Foster healthy relationships with volunteers, musicians, choir members, and worship leaders.
- Be available to provide occasional consultation and support to the Contemporary Worship Ministry as requested.

Supervision

The Director of Music and Worship Arts directly supervises:

- Videographer / Worship Media Coordinator.
- Children's Choir Director.

The Director collaborates with, but does not supervise:

- Adult Choir Director.
- Contemporary Worship leader and musicians.

The Director works closely with various volunteers that support Worship, including:

- Worship Coordinators in the church’s Core Ministry team.
- Altar Guild.

About Saint Paul's

Saint Paul’s United Methodist Church has been ministering to the people of Tallahassee and beyond since 1952. We are located in the Upper Midtown area of Tallahassee, adjacent to Lake Ella, at 1700 North Meridian Road.

Mission and Vision

The mission of Saint Paul’s United Methodist Church is to be a **faithful community of disciples** who serve as the **heart, hands and feet of Christ** so that **all people come to know the love of God**.

As a Spirit-formed **living expression of the kingdom of God**, the vision of Saint Paul’s United Methodist Church is to:

- **glorify God** wholeheartedly
- **grow** the community of the faithful and **nurture** the faithfulness of that community
- **alleviate suffering** wherever it is found
- **advocate** for **social justice**

Music Ministry

Saint Paul's offers a rich and diverse music program that includes:

- **Covenant Chancel Choir**, which provides service music during the 11:00 a.m. worship service each week.
- **Se'Lah** ensemble, which periodically provides music at both Sunday worship services, as well as presenting concerts and participating in other events.
- Children's Choir – our Kids @ Art – meet weekly during the school year, not only learning music but also a strong appreciation for worship.
- Youth Choir, part of the music program and integrated with our Youth program, rehearses weekly during the school year.
- Handbell Choir.
- Various soloists and ensembles.

Worship and Rehearsal Schedule

The normal schedule includes:

- Two traditional worship services each Sunday (8:30am and 11:00am). (The church moves to one Sunday morning service at 9:30am during summer and in December.)
- Regular choir and ensemble rehearsals on Tuesday evenings (adult choirs), Wednesday evenings (children's and youth choirs), and Sunday evenings (handbell choir).

Additional worship services and musical events throughout the year, include Advent, Christmas Eve, Lent, Holy Week, Easter, PPentacost, and other seasonal celebrations. The position may provide music for funerals and weddings; this is an expected part of the full-time job. (Family may provide honorarium.)

Facilities

Saint Paul's holds its traditional services in its main Sanctuary. The Sanctuary is equipped with a Muller pipe organ and grand piano.
Contemporary services and many other events are held in Sanders Hall, which is flexibly configured for services, meals, etc.

Qualifications

- Demonstrated Christian faith and commitment to the mission of the church.
- Strong proficiency in organ performance and worship accompaniment.
- Experience working with children, youth, and adult music ministries.
- Experience in church music leadership, worship planning, or worship arts administration.
- Ability to work collaboratively with clergy, staff, volunteers, and musicians.
- Strong organization, communication, and leadership skills.
- Familiarity with worship technology, livestreaming, presentation software, and worship production is desirable.
- Degree in music, sacred music, worship arts, organ performance, or a related field preferred, though equivalent experience will be considered.

Compensation

- Full-time position with benefits.
- Salary range: **$40,000-$50,000**, commensurate with education, experience, and qualifications.
- Exceptional candidates seeking part-time employment may also be considered.

Options

Saint Paul's prefers to hire a full-time Director of Music and Worship Arts to fulfill the broad scope of responsibilities. However, we are open to hiring multiple individuals to fill one or more of the following roles:

- Organist and Adult Choir Accompanist
- Youth Choir Director
- Adult Handbell Choir Director
- Children's Choir Accompanist

Candidates interested in part-time employment in one or more of these positions are encouraged to apply and indicate their preferred responsibilities.

To Apply

Interested candidates should submit:

- Cover letter
- Resume
- Three professional references
- Links to video of one song during organ performance and/or one song conducting a choir.

Applications may be submitted to:

sprc@saintpaulsumc.org

Or

Director Music Search
Saint Paul's United Methodist Church
1700 North Meridian Road
Tallahassee, FL 32303

Intended start date is 01/03/2027.