

Job Description

for



HPBC Music Minister (Part Time)

The music minister will organize and lead the congregation in musical praise and worship. This minister will accomplish this task through prayer and working with the pastor, church praise team, instrumentalists, sound and tech team, and Ministry Support Team (MST).

Ministry Area/Department	Music
Position	Music Minister
Accountable To	Pastor, Personnel Team, and MST
Ministry Target	Congregation and Praise Team
Position Is	Paid Staff – Part Time
Position May Be Filled By	Sincere follower of Jesus Christ with sound biblical theology and agrees with the beliefs, vision, and ministry purpose of HPBC.
Spiritual Gifts	Administration • Shepherd's Heart • Encouragement
Talents or Abilities Desired	Ability to lead corporate worship vocally and instrumentally • Good leadership and organizational skills • Knowledge of music fundamentals preferred
Best Personality Traits	Dependable • Consistent • Good Character • Compassionate • Outgoing • Expressive Leader
Passion For	Praising and worshipping God through music

Anticipated Time Commitments:

1. Doing ministry / preparing for ministry / rehearsals / meetings: ~ 8-10 hours weekly
2. Vacation: At least 2 weeks paid vacation per year and approved appropriate sick-leave.

Responsibilities/Duties:

1. Prayerfully work with the pastor/praise team to plan/lead spiritually effective worship services.
2. Lead the music portion of the worship service with goals of allowing the Holy Spirit to use the music to enhance the worship experience as a whole & to help people get spiritually in touch with the Lord.
3. Direct the praise team, as well as prayerfully oversee and incorporate other musicians in the production and performance of musical presentations for special seasons such as Christmas, Easter, etc., or other churchwide events or emphases such as Vacation Bible School, children's choir, youth camp, etc.
4. Work with the Praise Team – instrumentalist – sound and tech team – to keep them informed as the to plans and direction of the music ministry.
5. Assist special musicians or leaders both within the church and outside guests in choosing and presentation of special music for worship or other special programs or events
6. Coordinate the music ministry with the church calendar in cooperation with the MST.
7. Seek prayerful advice from the staff, others involved in the HPBC music ministry, and the MST regarding goal setting, evaluation, and the selection & training of new musicians and technicians.
8. Oversee acquisition and maintenance of the music materials, supplies, instruments, and equipment.
9. Prepare an annual music budget reflecting the needs of the entire music ministry.
10. Attend monthly MST meetings, and deliver reports as necessary to keep the staff, Praise Team, MST, and church informed regarding the music ministry.
11. Assist other staff and church members in church-wide events when needed.
12. Maintain a consistent program of self-improvement in spiritual growth, music, and ministry leadership development.