

Last updated April 30, 2026

Meadows Presbyterian Church
Position Description: Choir Director/Church Musician

The Choir Director/Church Musician (hereinafter the Choir Director) at Meadows Presbyterian Church (hereinafter Meadows) shall be an accomplished musician who helps lead the congregation in ever-deepening worship of and relationship with God through Jesus Christ.

As a member of Meadows' professional staff, the Choir Director will build on and strengthen Meadows' existing music ministry. In doing so, the Choir Director will facilitate the congregation's growth as a "singing church."

The Choir Director leads the Meadows vocal choir and accompanies the congregation in traditional hymns during Sunday service. The Choir Director coordinates closely with the Head Pastor and Praise Team Leader to select music for services. Ideally, the Choir Director also directs the Meadows handbell choir during the holidays.

The Choir Director is a part-time employee supervised by the Head Pastor and Session, specifically the Worship Committee.

Responsibilities:

General

1. Under the direction of the Head Pastor and in collaboration with the Praise Team Leader, select music for and provide accompaniment at regular Sunday worship services and special midweek worship services (e.g., Christmas Eve, Advent Vespers, Maundy Thursday, Lenten Vespers, etc.)
2. Encourage people of all ages to join the vocal choir or otherwise participate in the traditional music ministry
3. As needed and in collaboration with the Praise Team Leader, hire outside musicians for special worship services (e.g., Christmas Eve, Easter, etc.)

Vocal choir

4. Direct and accompany the vocal choir at regular and special services
5. Conduct weekly choir rehearsals
6. Select and, as necessary, arrange for the purchase of music for the vocal choir

Handbell choir (preferred)

7. Direct the handbell choir at holiday services
8. Conduct weekly handbell choir rehearsals before holiday performances
9. Select and, as necessary, arrange for the purchase of music for the handbell choir

Last updated April 30, 2026

Administrative

10. Submit to Finance Administrator and, as necessary, Worship Committee any budget requests associated with the traditional music ministry
11. Manage timely maintenance of music equipment, including regular piano tuning
12. Participate in regular staff meetings
13. Consult with the Worship Committee on a regular basis
14. In the event of absence from a service, identify acceptable substitutes in consultation with the Head Pastor and the Worship Committee

The Choir Director is granted right of first refusal to provide music for any church weddings and funerals. Payment will be made directly to the Choir Director. If an opportunity is refused, the Choir Director will help find a qualified substitute.

Required qualifications:

1. Heart given to serving God and others, and a deep love and understanding of the church as the body of Christ
2. Proficient piano skills
3. Knowledge of and experience with choral techniques
4. Appreciation for and experience with a variety of Christian worship music, with an emphasis on classical and other traditional choral settings
5. Warmth, creativity, and an eagerness to build community among choir members
6. Effective interpersonal communication skills and ability to work as a team with church staff, choir members, and the congregation at large

Preferred qualifications:

1. College-level study of music or other equivalent experience
2. Experience participating in and conducting vocal choirs in a church setting
3. Experience encouraging and equipping singers to improve their performance
4. Proficient organ skills or a willingness to learn
5. Proficient handbell skills or a willingness to learn
6. Proficient digital technology skills (ability to communicate and coordinate with staff via email and collaborative tools such as Google Drive or Microsoft SharePoint)

Please note that Meadows is open to unconventional candidates. If you do not meet all our qualifications on paper but believe you would be a good fit in practice, please apply!

Last updated April 30, 2026

Accountability and review:

The Choir Director will work under the supervision of the Head Pastor and in collaboration with the Praise Team Leader. The Choir Director is responsible to Session through the Worship Committee.

The Head Pastor and Worship Committee will conduct an annual review and evaluation of the Choir Director's performance, in accordance with the Meadows Personnel Policy Manual and under supervision of Session.

Schedule and compensation:

The Choir Director is a part-time employee with an anticipated initial salary between \$16,900 (\$325/week) and \$19,500 (\$375/week). The Choir Director receives four weeks of paid vacation annually.

The Choir Director will conduct midweek vocal rehearsals, play at Sunday services, and attend regular staff meetings in person or virtually. During Christmas and Easter periods, the Choir Director will also play at special midweek services and, ideally, conduct the handbell choir in midweek rehearsals.

Although this is not an hourly position, previous choir directors have spent 3-6 hours weekly on site (in rehearsals and at service). Additional time is spent on personal planning and practice.

Application:

To apply, please send a resume and brief letter of interest to staff@meadowspc.org. You may also contact the Meadows office via email or phone ([434] 296-2791) with any questions.