

First Presbyterian Church, Champaign, IL
Job Description-Music Director Revised: May 2025
Part-time/12-16 hours per week
Salary Range \$16,000-\$18,000

Primary Job

Provide vision, advocacy and oversight of the musical aspects of the traditional worship programs. To work with clergy, musicians, staff and laity to craft excellent worship services and special musical programs.

Introduction

First Presbyterian Champaign has a long history of worship enhanced by the selection of diverse styles of music, from traditional hymns and keyboard works to choral/orchestral masterworks performed at a high level. We are an inclusive congregation, and every effort is made to ensure that our musical offerings are spiritually moving and that they enhance a religious experience.

Specific Job Responsibilities

In coordination with the Pastor and Worship Committee, select choral music for use in weekly worship that enhances the worship experience of all. This music should provide a conduit for God's love to the church and our grateful and faithful response. Provide vision for the growth and expansion of the traditional music program.

Rehearse and otherwise prepare the music selected for weekly worship. In addition, select and prepare more extensive choral/instrumental works for performance at bi-annual Music Sundays. Hire appropriate instrumental players for individual services and Music Sundays.

Oversee the leaders of the traditional worship music staff and musicians. This includes scheduling of their groups in worship and non-musical aspects such as ordering music and maintaining equipment; use of rehearsal spaces; and the regular and timely participation of each group in worship services.

Order new music, cataloging and filing it and maintaining the filing system in an orderly manner.

Prepare the annual budget and bi-weekly payroll for traditional music staff members.

Attend weekly Staff meetings and monthly Worship Committee meetings.

Assist clergy and church administrators in scheduling, communication and publicity of both church and outside musical events that take place on our campus.

Oversee or delegate the care and tuning of musical instruments such as pianos, organs and bells. In the case of organ and bells, this will be done in cooperation of the bell director or organist.

As needed, assist in recruiting musicians for weddings and memorial services.

Job Requirements

Personal faith in Jesus Christ as Lord and Savior.

Minimum of Bachelor's degree in music; preferably with a choral conducting emphasis.

Leadership experience and expertise in the organization and presentation of a church music program.

Highly Desired Skills

Flexibility to lead worship music with church members of all ages and ability levels.

Accompanying skills as needed.

Practical technology skill to efficiently complete musical and administrative tasks.

Supervises: Church Organist/Pianist; Bell Choir Director and accompanists, Children's Music leader, choir section leaders and guest musicians.

Supervisor: Senior Pastor/Head of Staff

Position start date: Negotiable; *Preferably as soon as possible June 2, and at least by September 2.*

Annual compensation commensurate with experience and education.

Sanctuary instruments include the pipe works of a Schantz organ that have been coupled to a Rodgers Digital Infinity II, three manual organ installed in 2015 and a seven foot Steinway grand piano.