

**Friendship United Methodist Church  
Bolingbrook, IL  
Job Opening: Music Director**

**PRIMARY FUNCTION:** The Director of Traditional and Contemporary Music Ministry will ensure that all music service component are present; choose, prepare, and provide traditional and contemporary music for worship services in consultation with the Pastor; and will direct music teams, the Chancel Choir and the Praise Band. The scope of responsibilities for this position includes working collaboratively with the pianist/organist, Friendship Praise Band, other musicians, plus communication and music administrative activities. For a candidate with the ideal skill set, this position may be combined with our piano/organ/accompanist position, which is currently vacant.

**RESPONSIBILITIES:**

1. Coordinating schedule of worship music
2. Providing leadership for the Chancel Choir and the Praise Band conducting regular rehearsals
3. Overseeing music program of the church
4. Procuring special occasion musical soloists as appropriate
5. Making provisions for substitute musicians
6. Working with the Worship Committee in arranging for maintenance of the church's pianos, and working with choir members in maintaining the music library.
7. Participation in worship planning with the Worship Committee
8. Adhering to approved music related budget
9. Select and purchase appropriate liturgical and contemporary Christian music
10. Attend staff meetings

**QUALIFICATIONS:**

1. Degree in music or related experience.
2. Ability to direct choir music that will enhance worship.
3. Knowledge of music literature appropriate for choir.
4. Background and leadership capability with contemporary praise music.
5. Ability to effectively and efficiently communicate with other musicians as well as church staff.
6. Excellent organizational skills.
7. Ability to direct our hand bell choir is a plus.

This is a part-time year-round position. The Chancel Choir currently rehearses on Wednesday evenings and prior to the Sunday Worship service. The Praise Band rehearses on Sunday mornings, and special rehearsals.

**SALARY:** Negotiable and commensurate with skills, education and experience.

**Interested Applicants may submit resume by mail or email:**

**Friendship United Methodist Church  
Attention: Staff-Parish Relations Committee  
305 E. Boughton Road, Bolingbrook, IL 60440**

[fumcbb.sprc@gmail.com](mailto:fumcbb.sprc@gmail.com)