

Ziegels Union Church
Director of Music Ministry
Job Description
February 2026

The Director of Music Ministry will demonstrate a personal commitment to Jesus Christ while developing, leading, and implementing a music ministry that enhances the worship of God and the whole ministry of two congregations (Lutheran and UCC) within a collaborative union church environment. The part-time Director of Music Ministry/organist shall foster the congregations' spiritual enrichment with diverse Christian music by accompanying and leading the liturgy, hymns, and other musical offerings during two Sunday liturgy worship services. The director is also responsible for overseeing and leading union vocal choirs, handbell choir, chime choir, and instrumental ensembles. The Director reports to the Union Worship and Music Committee, which consists of the Lutheran and UCC Pastors, and equal representation from the UCC and Lutheran congregation members.

Hours: 15-20 per week, including two Sunday worship services, weekly rehearsals with vocal choirs, handbell choir, and chime choir, and collaboration with two Pastors, Lutheran and UCC. Weekly hours may vary seasonally dependent upon Christian calendar of celebrations and summer schedule of worship services.

Salary: \$23,000-25,000 to be negotiated based upon skills and experience

Responsibilities

1. Overall accountability for the music ministry of the church:
 - Play organ and/or piano for all regular and special worship services.
 - Provide musical ministry leadership as necessary during all regular and special worship services.
 - Schedule, attend, and lead weekly vocal choir(s), handbell and chime choirs.
 - Select and lead special seasonal music (including the recruitment of musicians as needed).
 - Secure substitutes to provide music leadership during Sunday Services when needed.
 - Direct or recruit volunteers to assist in directing children's choirs, instrumental groups as needed.
2. Collaborate with pastors to review and plan music ministry, to ensure that the music supports the Readings of the Day (prayers, lessons, liturgy, church season), and to ensure that the music selections for preludes, offertories, and postludes are appropriate.
3. Collaborate with office staff in the preparation of service bulletins.
4. Manage the Union music budget and assist in the development of the annual music budget (purchase music, supplies, and equipment, and supervise their maintenance).
5. Select music from varied styles: sacred, classical, traditional, and contemporary.
6. Follow and maintain One License copyright policies and procedures

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7. If available, provide music at weddings held within the church, arranging and coordinating such accompaniment at the request of the bride and groom/ and or pastor. The wedding couples shall pay the designated fee as stated in the Union Staff Fee schedule
8. If available, provide music for funeral services of congregational members at the request of the family and/or pastor. Compensation for such services will be received directly from the Funeral Home.

Knowledge and Skill Qualifications:

Musical Knowledge and Skills

- Proficiency in playing the organ and piano.
- Proficiency in choral and instrumental direction.
- Skill in maintaining the musical flow of the worship service (musical direction, pace, volume, etc.).
- Skill in selection of appropriate music.
- Enthusiasm for and knowledge of church music of all styles: contemporary, classical, traditional, multicultural, etc.

Personal Attributes

- Good team skills and spiritual creativity in supporting and encouraging other staff and congregational members.
- Strong interpersonal communication skills.
- Flexible and creative leadership skills to consider, assess, and implement new and innovative methods and programs to enhance the musical ministry and worship of the union church.
- Effective planning and organizational skills.
- Ability to work with individuals of varied ages and varied musical abilities.
- Sense of humor.

Education

Minimum of a Bachelor degree in music or music education, or equivalent Director of Music Ministry experience.