



Job Application

To apply, email resume to searchcommittee@tbcshawnee.com.

Job Title

Part-Time/Bi-Vocational Music Minister

Reports To

The Music Minister will report to the personnel committee and is accountable to seek guidance from the pastor and the church body as needed.

Job Overview

As the Music Minister, it is his responsibility in planning, coordinating, and evaluation of a music program at Temple Baptist Church. This includes but is not limited to leading congregational worship on all Sunday and Wednesday services. This will also include all special music performances and on an “as needed” basis for special services, weddings, and funerals. The Music Minister is allowed two Sundays of paid vacation per year and up to two Sundays ministry related absence per year with pay. The Music Minister is responsible for securing capable leadership to fill in during absences.

Music Minister will work in conjunction with the personnel committee and pastor to maintain dependable and consistent availability for agreed upon worship services and rehearsals. He will also seek to establish a predictable weekly schedule for all music ministry responsibilities.

Responsibilities and Duties

- Lead music for congregational worship on Sunday morning, Sunday evening, and Wednesday evening in cooperation with the pastor.
- Advise and assist the pastor in the preparation for execution of worship service.
- Schedule and oversee special music for services including special services (i.e. Easter, Christmas, 5th Sunday service, and other as planned.)
- Plan and lead, or delegate, choir program.
- Encourage participation and develop the musical gifts of church members.
- Responsible for overseeing expenditures of the music ministry budget.
- Preview music for weddings and funerals held in our church.



- Oversee the care and use of music ministry property (i.e. portable sound system, instruments, etc.)
- Preparation of music for accompanists and choir.
- Assist sound technicians and A/V crew as needed.
- Participate in deacon's meetings when requested by deacons or pastor.
- Participate in preparation of budget for the music ministry.
- Work in conjunction with music team to enhance music ministry.
- Must be a team player with all staff and volunteers to ensure positive spiritual growth and harmony within the church.
- Other duties as assigned.
- Must maintain ethical standards and practices as defined in Scripture.

Qualifications

- Must have a personal relationship with the Lord Jesus Christ that is evident and expressed through the bearing of the fruit of the Spirit.
- Be able to express a specific call to music ministry
- Be willing to become a dedicated member of Temple Baptist Church.
- Ability to utilize computer programs such as Easy Worship, Word, PowerPoint, Excel, etc.
- Requires passing of background check and potential drug screen.
- Be able to supervise support staff such as musicians that assist in planning and leading worship.
- Be able to recruit, train, and utilize lay volunteers.
- Preferred three years church music experience.