



Chancel Choir Director Description

Position: Chancel choir director

Classifications: part-time (8-10 hours), exempt, August to May

Supervisor: Organist

WHO WE ARE

We are a community of 175 worshipers adjacent to Ball State University. We are committed to making disciples of Jesus Christ for the transformation of the world. We strive to be a loving place of hospitality that welcomes all people. We believe worship is central to our mission of shaping disciples. We care deeply about the surrounding community, and we desire our ministries to reach out to Muncie and beyond.

FUNCTION

To coordinate and direct all choral music for the sanctuary service, including but not limited to Chancel Choir, soloists, and special performances that may include instrumentalists. To develop the sanctuary music program for regular and special services, including choir anthems, service music, and vocal solo performances.

ORGANIZATIONAL RELATIONSHIPS

The Chancel Choir director reports to the organist. This position will be reviewed by the organist, senior pastor, and governing board. This position relates to the music staff, choir members, student section leaders, church leaders, volunteers, and other staff members.

ESSENTIAL DUTIES AND RESPONSIBILITIES SHALL INCLUDE:

- Work closely with the organist, pastor, and other church staff in a cooperative and supportive manner regarding the integration of choral music in the sanctuary service.
- Direct the Chancel Choir at all weekly sanctuary services and special services.
- Participate in music team meetings and worship planning sessions.
- Develop music programs for regular and special chancel services, including choir anthems and service music, vocal solo performances, instrumental music, and special music programs as appropriate.
- Lead the Chancel Choir rehearsals and other rehearsals, as needed.
- Select and acquire choral music, and oversee management of the music library.
- Recruit student section leaders and members for the Chancel Choir.
- Recruit vocal and instrumental musicians for special performances as needed.
- Recruit substitute directors for the Chancel Choir as needed.

- Be supportive and engaged in the mission of the church.
- Other duties as assigned.

EDUCATION AND/OR EXPERIENCE:

- Bachelor's degree or equivalent in choral conducting preferred.
- Broad knowledge of choral literature preferred.
- Evidence of effective interpersonal skills preferred.
- Previous experience in a church or similar setting preferred.

PHYSICAL DEMANDS – The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job.

INQUIRIES -- Mail application to 1968 W. Main St., Muncie, IN 47303, or e-mail searchteam@collegeavenuechurch.org. Please include:

- Cover letter
- Resume with a sample list of choral works conducted
- Summary statement of your previous conducting experiences.
- Link to a video demonstrating your conducting skill
- List of three professional references, including title, address, phone number, email address, and relationship to you.

For more information, call 765-289-7337.

Applications will be continually reviewed as received until the position is filled.

End