



JOB TITLE: Director of Children's and Youth Choirs (Part Time)

Reports To: Music and Worship Arts Director
Prepared by: Human Resources

FLSA Status: Non-Exempt
Date: August 2019

JOB OVERVIEW

The Alfred Street Baptist Church Music and Worship Arts Ministry is committed to a comprehensive music ministry with children and teens. Music is a mode of teaching and transmitting the Good News of Jesus Christ. The Children's Choir (King's Kids) Director will have the primary responsibility to develop a high-quality, spirited, inviting music ministry for young children within the congregation. While this musician is free to have other musical engagements and commitments, it is expected that priority will be given to the ASBC children's music ministry requirements, scheduled services, and other duties as assigned.

The director of the King's Kids will demonstrate a strong commitment to Jesus Christ and His teachings while developing, teaching, and directing the King's Kids (ages 5 through fifth grade). The director is expected to support the mission of the Music and Worship Arts Ministry and Kids Street by directing at regular worship services in the sanctuary and in Kid's Street, and by teaching and preparing children during regular scheduled rehearsals, and for other special events.

The Director will report to the Music Ministry Director as a member of the Music and Worship Arts Ministry team, and will meet with the Director on a regular basis. This musician will interface regularly and cooperatively with other team members, Pastoral Ministry members, and the congregation. This position is Part-Time

DESCRIPTION OF SERVICES and RESPONSIBILITIES

The Director will serve as director of assigned choir, The King's Kids.

- Work to develop a dynamic, inviting, music ministry opportunity for children for assigned worship services and Kids Street.
- Prepare and supervise choir to sing with joy in the sanctuary during Praise and Worship, in Kid's Street, or as scheduled.
- Hold regularly scheduled weekly choir rehearsals; and recruit new members. Director should be prompt and well-prepared for rehearsals at all times.
- Develop appropriate repertoire for the children or youth by choosing quality and engaging musical selections for worship services.
- Serve with rehearsal accompanist or assistant when preparing the choir for services and events, including seasonal worship services and special programs such as Easter and Christmas productions.
- Select and purchase music for the choir, as needed.
- Effectively communicate needs and challenges to Music and Worship Arts Director and other leaders involved with Kids Street and other youth-oriented services.
- Oversee and assure maintenance, care, and tracking of all music, robes, and other children's or youth music ministry property.
- Work cooperatively with drama and dance ministry members when preparing worship music.

Other responsibilities include the following:

- Send pertinent information for the Worship planning software to assigned person by Thursday, noon, so that the bulletin may be prepared in a timely manner.
- Assist with recruitment of choir members.
- Work closely with media team when preparing for worship services.
- Select and order sheet music as advised by Music Ministry Coordinator.
- Attend and actively participate in Music Ministry staff meetings.
- Attend general meetings involving children's and youth ministries.

KNOWLEDGE AND SKILLS REQUIRED

Personal Attributes

- Enthusiasm for service, and understanding of children's musical skills
- Strong commitment and desire to work with children
- Good communication skills, flexibility, and ability to work well with young children and/or teens
- Effective planning and organizational skills, and ability to lead, delegate, and work with volunteers

Technical Competencies

- Proficiency in teaching voice parts and directing a choir for three years or more
- Ability to read music

- Advanced skills in researching and selecting appropriate music for children or youth
- Superior aural skills
- Understanding of children's development
- Proficiency in playing voice parts at piano; although an accompanist is usually provided.

Experience and Training

- At least three years of experience working with children or youth
- Superior motivational and teaching skills
- Strong communication and leadership skills
- Undergraduate or Graduate Degree in Music or equivalent training

WORK ENVIRONMENT:

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- The noise level in the work environment is usually resounding.

Equal Opportunity:

Alfred Street Baptist Church is an Equal Opportunity Employer and does not discriminate due to age, sex, religion, race, color, national origin, disability, marital status, veteran status, or any other factor prohibited by law. Qualified candidates of all backgrounds are encouraged to apply.

How to apply: Please submit a resume and cover letter to, Human Resources, 325 South Patrick Street, Alexandria, Virginia 22314 or email careers@alfredstreet.org