

PACIFIC PALISADES PRESBYTERIAN CHURCH

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PPPC DIRECTOR OF MUSIC

Pacific Palisades Presbyterian Church (PPPC) is accepting applications for the part time position of Director of Music.

PPPC was established in 1950 and has an active congregation of about 250. Our church is a caring community of Christians who seek to continually increase our faith in and understanding of Jesus Christ. We seek to provide spiritual growth as we develop our relationship with God, families and friends, and the community in which we live. We are inclusive rather than exclusive, and we welcome all who are seeking spiritual growth and answers to the questions we all face in our everyday lives.

A key component of us achieving this mission is our music ministries program, which includes traditional music with a full choir and organ music, and a separate contemporary music band.

Scope of Services:

- Consult with the Pastor/Head of Staff to plan the overall music ministry program of the church.
- Serve as choir director for Sunday morning services, which includes coordinating with the Contemporary Music Leader and supervising the church organist and four paid choir section leaders/soloists.

Accountability:

- The Director of Music reports to the Pastor/Head of Staff.

Relationships:

- Director will consult with the pastor regarding choral and hymn selections.
- Director will confer with the Sunday Morning Ministries (SMM) Committee on music program matters and the Personnel Committee on employee related matters.
- The Director's relationship with the church is as an independent contractor.

Responsibilities

- Work with the pastor and appropriate committees to coordinate all church related music ministry activities.
- Coordinate and direct the chancel choir, which consists of 15-30 singers and 4 paid section leaders/soloists.
- Create and maintain an environment of cooperation, collegiality, and partnership with the contemporary worship team.
- Procure the services of the organist and the four paid section leaders/soloists. Note: the church does not have the full choir perform during a portion of the summer and the Director is responsible for engaging a soloist and accompanist for each of these services as well as the selection of anthems.
- Actively recruit participants in the music ministries from within PPPC and in the community beyond.
 - Ensure the choir, soloists and organist are prepared for Sunday services.
 - Arrange for a guest conductor if the Director is not available to conduct.
 - Conduct Thursday night choir rehearsals and ensure proper preparation of musical numbers for Sunday morning services.
- Provide for and prepare musicians for special services (i.e. memorials, weddings, etc.) and events as required.
- Produce and help fundraise for a minimum of two annual concerts for the church and community, including at Christmas and Easter. Past programs include Handel's *Messiah*, Shaw's *To the Hands*, Bach's Cantatas, and beyond.
 - Contract guest instrumentalists and singers as needed to augment music selections.
 - Oversee the maintenance/tuning, and repair of the church's organ and pianos and any other church instruments as needed.
- In collaboration with the pastor and SMM Committee, look for opportunities to grow the music ministry program (i.e. children's choir, bell choir, etc.).
 - Participate in regular staff and committee meetings.
- Help plan and manage the music program budget. Any offers made by the Director for compensation of the organist, choir section leader(s), guest singers or instrumentalists must have the proper approval.

Desired Qualifications:

- Ability to recruit and lead choral and instrumental groups.
- Expertise in conducting and leading choirs of any size. Comfortable in leading orchestras of any size and ensembles (strings, wind, brass, etc.) is preferable.
- Bachelor's degree in music field required and graduate degree in choral conducting desired.
- Possess spiritual qualities and knowledge of sacred music necessary to further the mission of the church.
 - Ability to work with professional and amateur singers and musicians.

- Knowledge of and interest in teaching a variety of music genres and expertise in choral repertoire.
- Ability to teach vocal techniques.
- Effective interpersonal communication skills.
- Possess a positive and collegial attitude.
- Ability to address, manage, and resolve conflict directly, compassionately, and healthily.

Compensation

Compensation will be determined based on qualifications and experience.

Term of Agreement

The term of this agreement is for one year and is annually renewable. This agreement may be terminated by either party upon sixty (60) days written notice and may be amended at any time by written agreement of both parties.

Information required of a candidate:

- Cover letter
- Resume
- Examples of previous concert programs
- Link to video(s) of candidate conducting
- Email to: music@palipres.org
- Application deadline: November 1, 2021

