



Job Title	Children's Choir Director - Part Time
Department	Children's Discipleship Ministry
FLSA Status	Non-exempt Salaried
Reports to	Director of Children's Discipleship Ministry with dotted line reporting to the Director of Contemporary Music Ministry
Created	September 2021
Revised	July 2026
Job Summary	Directs, supervises, and develops all music choir ministries for children ages two through grade five. This ministry is designed to give children a creative avenue apart from Sunday school where they can learn more about how to praise Jesus through song. It is also meant to build deeper relationships among the children and parents through the weekly rehearsal meetings and ongoing performances. This position is a part-time position requiring approximately 4 hours per week for forty weeks per year.
Duties and Responsibilities	Position Responsibilities: - Directs children's choir each week at a time suitable for the parents and the children's schedule as well as their own. This includes special rehearsals as needed. - Researches, selects, orders, and prepares appropriate literature for the group. Choice of music should have elements of Christian concepts at an age-appropriate level for the children. - Coordinates and schedules Sunday morning worship participation for the group with the Director of Children's Ministry and Director of Music Ministries. It is expected that the children perform between 6-8 times on Sunday mornings during the church school year. - Prepares children for a performance of 2-3 songs at the annual Christmas concert.
Desired Skills and Attributes	1. Minimum 2 years of experience working with children in a classroom setting (for example, Sunday school, public school, previous children's choir, etc.). 2. Minimum 5 years of music experience. 3. Should be proficient in reading music and able to explain basic musical concepts to children 4. Should be able to demonstrate patience, compassion, and enthusiasm. 5. Must provide 2 references who can verify quality of working with children and their parents/guardians.

Note: This job description is not meant to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

