

**Title:** Music and Youth Leader

**Principal Function:** The Music and Youth Leader is responsible to the Pastor for assisting the church in planning, conducting, and evaluating a comprehensive music ministry, and for coordinating and promoting church programs for youth (currently defined as grades 6-12). The Music and Youth Leader is responsible to the local church body through the Staff Parish Relations Committee for employment requirements and responsibilities.

**Job Classification:** This position is a full-time salary exempt position.

**Working Relationships:** The Music and Youth Leader works with the Pastor and all church staff and volunteers in planning, scheduling, and directing the music program and ministries of the church as well as directing the education and discipleship training of the youth in grades 6-12.

**Qualifications:**

- Commitment to biblical Christian principles and teachings both professionally and personally in agreement with the United Methodist Church.
- The ability to lead worship through guitar and/ or keyboard and singing.
- Prefer a bachelor degree from an accredited Christian college or university in related field.
- Prefer a minimum of 1 year of experience in worship music and youth position.
- The ability to speak, read and write English.
- To be available to our youth and be a part of the community in which we serve, this position requires that a person relocate and live within a residency requirements of approximately 10 miles of church
- Pass appropriate background checks

**Responsibilities:**

Related to MUSIC:

- Direct the planning, coordination, operation, and evaluation of a comprehensive music ministry.
- Coordinate the church music ministry with the calendar and emphasis of the church.
- Work with the church body in determining music ministry goals, organization, leadership, facilities, finances and administrative process.
- Assist the Pastor in planning worship services of the church and be responsible for the selection of the music.
- Be available to counsel, arrange for and/or provide music for special projects, ministries, and other church-related activities in cooperation with appropriate individuals or groups.
- Direct music groups and congregational singing.
- Be responsible for enlisting, training and supervising leaders for the church music ministry.

- Work in cooperation with appropriate persons or committees, including the Technology Committee, in selecting, enlisting, training, and advising song leaders, accompanists, and other musicians who serve in church programs.
- Coordinate the performance schedules of music groups and individuals in the functions of the church.
- Supervise maintenance of and additions to music library and equipment, including music materials, supplies, instruments and other music related equipment.
- Keep informed on current Christian music and utilizing where appropriate.
- Coordinate the training and use of instrumentalists and vocalists in groups or as individuals.
- Prepare and submit the music ministry annual budget to the Finance Committee.

**Related to YOUTH:**

- Provide leadership and direction, along with organizing a balanced approach, for the youth education program of the church by coordinating and promoting youth group, Bible study, discipleship training, outreach, missions, recreation, music, fund raising and other activities.
- Enlist and train leadership in the youth program in coordination with the Pastor and the church Nominating Committee.
- Provide Christian guidance to meet the special needs of young people and their parents.
- Develop programs and ministries to meet the unique needs and utilize the gifts of the parents of young people and involve them in the youth ministry.
- Work with program leaders, teachers and appropriate staff members to resolve philosophical, procedural, and scheduling problems in grades 6-12.
- Develop a systematic program of outreach.
- Work with Pastor and VBS director(s) to develop youth integration and encourage participation with VBS activities.
- Prepare and submit the Youth Ministry annual budget to Finance Committee.

**Other Responsibilities:**

- Visit prospects and members related to music or youth ministry and as assigned by the Pastor.
- Comply with all established church policies and procedures as well as all applicable federal and state laws.
- On occasion be available nights and weekends for music and youth ministry events as well as to work with the Pastor in making emergency pastoral care visits as needed.
- Serve as staff advisor for church committees as assigned by the Pastor.
- Attend staff and worship meetings.
- Perform other duties as assigned.

*Note: First United Methodist Church of Bradford retains the right to modify this position profile at any time.*