

# **Job Description**

St. Andrew Presbyterian Church  
3604 NE 10<sup>th</sup> Court, Renton WA 98056  
(425) 272-5836

## **POSITION**

<b>JOB TITLE</b>	<b>Tentmaker Associate Pastor of Music &amp; Worship</b>
<b>CONTRACT YEAR</b>	July 2016 – June 2017
<b>EMPLOYEE</b>	Julie Kae Sigars

## **PURPOSE**

The purpose of the Tentmaker Associate Pastor position is to share in the work of ministry at St. Andrew by providing liturgical and sacramental pastoral leadership to the congregation of St. Andrew Presbyterian Church. The Tentmaker Associate Pastor of Music & Worship is to provide musical leadership for all sessions of public worship with specific responsibility to organize, train and direct a chancel choir to offer choral and service music for our worship services.

## **ACCOUNTABILITY**

The Tentmaker Associate Pastor of Music & Worship is accountable to the Pastor and the Session. The Pastor and the Session (with facilitation provided by the Personnel Committee) will conduct an annual review in the January-February time period to evaluate performance and compensation and to mutually establish job priorities for the next year.

## **PERSONAL ATTRIBUTES**

The Tentmaker Associate Pastor of Music & Worship is to represent the Christian commitment of St. Andrew in all contacts with members and with non-members. The Tentmaker Associate Pastor of Music & Worship is to be an accomplished musician and a dedicated Christian; one who maintains a vital personal relationship with Jesus Christ, has an appreciation for the Reformed faith, and encourages spiritual growth in the persons she/he works with and serves.

This person is to assist the church in bringing glory to God through music, both vocal and instrumental, by encouraging a diversity of musical expression that matches the diversity of our congregation and celebrates the diversity of the church universal. The goal is to identify and develop the many resources within the congregation and help the membership to worship God and minister to each other as well as to persons outside our membership.

## RESPONSIBILITIES

1. **WORSHIP** - Participate in corporate worship and the administration of sacraments as designated by the Pastor.
2. **PREPARE AND LEAD MUSIC MINISTRY** - Provide musical leadership for all sessions of public worship. Current responsibility includes only one intergenerational choir [and the handbell choir]. The ultimate goal is enhancement/ enlivening of congregational song.  
Work and plan regularly with the pastor, the worship elder, the church musician, communications coordinator, and other personnel in the music ministry. Provide balanced, sensitive leadership that facilitates the flow of worship, aiming toward a worship service in which every aspect complements the proclamation of the Word of God and the enactment of the Sacraments.
3. **ENCOURAGE SHARING OF MUSICAL GIFTS** - Discern the musically gifted and interested; partner with the pastor in recruiting and equipping individuals for music leadership in worship; resource vocalists, instrumentalists, and ensembles.
4. **ADMINISTRATION OF MUSIC MINISTRY** - Oversee the administrative duties of the choral music ministry. Maintain the music library
5. **PASTORAL CARE** - Participate generally in the pastoral care of the congregation as s/he is called upon by the pastor, and especially through integration of the ministry of music into the life of the congregation and the pastoral care of those involved in the music program.
6. **TEACH/SHARE THE ROLE OF MUSIC IN OUR FORMATION AND TRANSFORMATION** - Teach and encourage an understanding of hymnology and church music, particularly in choir preparation, and participating from time to time in the education/formation ministry of the church.
7. **SESSION** - Participate in Session meetings and fill in for the moderator as necessary.
8. **WEDDINGS, MEMORIALS** - Officiate or participate at weddings and memorial services as requested.
9. **PRESBYTERY SERVICE** - Attend Presbytery meetings and serve as needed.

## COMPENSATION

TERM	12 Months
HOURS	Approximately 12 hours per week. The work schedule shall be flexible to meet the needs of the ministry.

Compensation and benefits are documented in the Terms of Call