



10301 River Road, Potomac, Maryland | www.potomacpresbyterian.org | 301-299-6007
Mailing Address: Potomac Presbyterian Church, PO Box 59869, Potomac, Maryland 20854

POTOMAC PRESBYTERIAN CHURCH

Director of Music and Organist

This congregation prayerfully seeks a new **Director of Music and Organist** who can help us spread God's word through meaningful, diverse, and inspiring music. Our church strongly values the tradition and role of music in worship and we are excited to embrace a new season of music ministry that balances traditional hymnody and anthems with contemporary, gospel, global, and jazz offerings; vocal with instrumental; soloists with ensembles, all with the hope of meeting people where they are and deepening the faith of all those who gather for worship.

During this season of discernment and experimentation with diverse musical offerings, the ideal candidate will playfully consider the full range of music opportunities that will best support scripture readings, the spoken Word, the sacraments and the Lord's Day liturgies. The Director of Music will also enthusiastically and creatively work with the youngest members of our church family to inspire faith through music and involve them in worship. Our prayer is that children, youth, and adults would be more engaged in and inspired by the music ministry at PPC; that when the community gathers for worship there would include a variety of musical genres; and that our new Director of Music believes in the power of music to draw us closer to God and one another, feels called by God to work with our church, and will be genuinely excited to make music with all members of our congregation.

POSITION	Director of Music and Organist
PURPOSE	To lead the music ministry of Potomac Presbyterian Church; share the Gospel of Jesus Christ through music, song, and movement; musically engage the church's inter-generational congregation in worship; and provide opportunities for individuals to share their musical gifts and talents, and be an integral part of the worship service.
SUPERVISOR	Pastor/Head of Staff
ESSENTIAL SKILLS & LEADERSHIP QUALITIES	<ul style="list-style-type: none">• Strong and authentic Christian faith and understanding• Highly proficient and experienced in conducting, and playing both organ and piano• Genuine enthusiasm for working with children and youth, in addition to working with adults of all ages• Strong executive functioning skills• Confident and decisive, yet humble, flexible, and adaptable• Friendly, inclusive, patient, and having a good sense of humor

	<ul style="list-style-type: none"> • Collaborative and a team player • Enthusiastic, energetic, and excited to grow the music ministry at PPC • Must hold at least one advanced degree (Bachelors or above) related to music
DUTIES & RESPONSIBILITIES	<ul style="list-style-type: none"> • Participate and collaborate in both staff meetings and worship planning meetings • Provide organ and/or piano music on Sunday mornings (and other church services throughout the year) that enhances the overall worship experience and stimulates energetic congregational singing • Direct all PPC choirs or provide for their direction. This would include, to start, the Sanctuary Choir, Children's Choir, and Bell Choir. • Lead rehearsals that are fun and enriching and adequately prepare musicians to perform their musical offerings. • Be invitational and recruit new singers and ringers and utilize the various musical gifts of the congregation. • Ensure that all PPC musical instruments are maintained and in good working condition (e.g., organ, pianos, bells). • Provide music for all weddings, memorial services, and funerals held at PPC (or arrange for a substitute with proper notice given to the Pastor). • Oversee extensive PPC Music Library, keeping it up to date and organized. • Work closely with audio-visual specialists to make sure music ministry audio-visual needs are coordinated. • Manage all aspects of music ministry not already listed above, including, but not limited to, coordinating invited guest musicians, identifying and hiring professional section leaders as necessary, and producing the Christmas pageant and/or other musicals.
COMPENSATION	<p>This is a part time (25-30 hours per week) salaried position with remuneration commensurate with experience and education. Two weeks of paid vacation are provided annually with paid substitutes.</p>
EVALUATION	<p>Performance reviews will be conducted annually by the Pastor/Head of Staff under the auspices of the Session's Personnel Committee. The Session and Personnel Committee annually review compensation.</p>
TO APPLY	<p>To apply, please submit the following by email to admin@potomacpresbyterian.org with 'Musician Search Committee' in the subject line:</p> <ul style="list-style-type: none"> • Cover letter explaining why you are interested in working at Potomac Presbyterian Church and what about this position most appeals to you; • Resume or <i>curriculum vitae</i>;

	<ul style="list-style-type: none"> Supporting musical materials (links to videos and recordings). The Search Committee is eager to hear examples of the following: <ul style="list-style-type: none"> Keyboard selections that help us appreciate your proficiency and musical interests; Ensembles you have led, demonstrating diversity of style (vocal and bell choirs, bands, and other ensembles); Any additional materials that reflect the depth and breadth you bring to the position (i.e. compositions/arrangements, digital offerings, special musical skills or training, etc.)
REFERENCES	Prepare 3 recent references for the search committee, one of which must be a supervisor or Head of Staff. Please include your relationship with each reference: their current address, email, and phone number.

“Caring for ALL with Faith, Hope, & Love”

Potomac Presbyterian Church is an active Christian community devoted to worship that stirs the soul, education that engages the mind, and service that sends us into the world. We strive to be a spiritual community, guided by Scripture and the Holy Spirit; a nurturing community, where all are cared for with faith, hope, and love; a learning community, growing together by exploring how to be faithful in our everyday lives; and an intergenerational community, learning from and being led by God’s children of all ages. We are a member of the Presbyterian Church (USA) in National Capital Presbytery.