Music Director Job Description, Ballynure Presbyterian Church

Role Title:

Music Director

Reports To:

Minister and Kirk Session

Contract basis

A permanent post, part-time (flexible) with an average of 6 hours per week. Annual salary £6000, paid monthly.

1. Welcome & Introduction

We are a warm, friendly congregation with a genuine desire to grow in worship and community. Music plays a central role in our life together, and we are seeking a **Music Director** who will help us deepen our worship, develop our volunteers, and shape the musical direction of our church.

This role is ideal for an individual with a heart for worship, a collaborative spirit, and the musical ability to lead others with confidence and care.

Keyboard skills are desirable, as this instrument is used in most of our services.

2. Purpose of the Role

The Music Director will:

- Lead and organise praise for Sunday services
- Coordinate and develop the volunteer worship team
- Work closely with the Minister to plan meaningful, accessible worship
- Help the congregation engage confidently in sung praise
- Support the musical and spiritual growth of volunteers

This is both a **hands-on musical role** and a **leadership role** within the life of the church.

3. Key Responsibilities

A. Service Preparation

- Select hymns and praise items in consultation with the Minister
- Use resources such as *SongSelect* to source music and arrangements
- Choose appropriate keys and settings for musicians and singers

- Prepare chord sheets, lead sheets, and practice materials as required
- Ensure music is ready in advance for rehearsals and Sunday worship

B. Team Leadership & Coordination

- Lead rehearsals and prepare the team for Sunday services
- Coordinate the rota for musicians and singers
- Provide musical direction during services
- Support, encourage, and develop volunteers with varying levels of experience
- Help identify and nurture new musical talent
- Participate personally in the rota (ideally on keyboard)

C. Musical Development

- Arrange or adapt music to suit the abilities of the team
- Introduce new songs sensitively and gradually
- Encourage congregational participation in worship
- Support younger singers who are keen to grow in confidence
- Explore opportunities for special services, youth involvement, and seasonal events

4. Our Current Music Team

We want candidates to have a clear and honest picture of our present musical resources.

Within the Congregation

Our current in-house musical capability includes singers and musicians who serve on rotation:

- **Three keyboard players**
- **Three regular guitarists**
- **A bassist**
- **Drums**
- **Younger singers** who are enthusiastic and developing
- Volunteers supporting **sound**, **projection**, and **service coordination**

These individuals form the core of our weekly worship team.

Occasional Instrumentalists

We also have several other instrumentalists who contribute at special services such as:

- Harvest
- Christmas
- Easter

They add colour and depth when available but are not part of the weekly rota.

Choir Capability

A wider group of congregation members enjoy singing in a more traditional choir setting. We successfully formed a choir for Christmas, and there is a strong desire to make this a more regular feature.

Our aspiration is to have a choir participate in **two out of three** of the following each year:

- Harvest
- Christmas
- Easter

The Music Director will have the opportunity to shape and develop this choir ministry.

External Support

We currently rely on external keyboard players to help fill rota gaps. This is a practical necessity rather than a preferred model.

With a Music Director in place, our aim is to strengthen and develop the **in-house** capability so that external support becomes occasional rather than routine.

5. Skills & Qualities We Are Looking For

Essential

- A committed Christian with a heart for worship
- Ability to lead musical worship confidently
- Strong organisational and communication skills
- Ability to work collaboratively with the Minister and volunteers
- Sympathetic with the beliefs and practices of the Presbyterian Church in Ireland
- Sensitivity to the needs and abilities of the congregation

- Willingness to participate personally in the rota

Desirable

- Keyboard proficiency
- Experience arranging or adapting music
- Familiarity with SongSelect or similar resources
- Experience leading small volunteer teams
- Ability to mentor and encourage developing musicians
- Experience directing or rehearsing choirs (helpful but not essential)

An Enhanced Access NI check will be required prior to appointment.

6. What We Offer

- A warm and supportive congregation
- A committed core team of volunteers
- Flexibility to shape the musical direction of the church
- Opportunities to grow and develop the worship ministry
- Support from the Minister and Kirk Session

7. How to Apply

To apply, please submit your CV and a cover letter to the Minister mkelso@presbyterianireland.org or by post to

Rev Matthew Kelso
1 Main Street
Ballynure
BT39 9TU

In your cover letter please explain your understanding of the role of music in the life of a church family and outline your suitability for this role.

Please provide the contact details for two referees, one of which should be a church leader.

The closing date for applications is Friday 20th November 2026 @3pm.

We look forward to hearing from qualified candidates who share our passion for sharing the truths and good news of scripture through worship, song and music.