

Grace United Methodist Church

Bell Choir Director

Description of Responsibilities

Position: Bell Choir Director

Grace United Methodist Church is seeking a person who will direct bell choirs and work as a team member of the staff to plan and coordinate bell music in the life of the church's worship.

Accountability

The Bell Choir Director will work with and report to the Director of Worship Arts.

Start-Date

January, 2012 (to be negotiated)

Bell Information

Grace United Methodist Church has 4 Octaves of Oralmark Bells and 3 Octaves of Handchimes

Terms of Employment

Part-time; five to six hours per week, a criminal background check and Motor Vehicle Report

Auditions and interviews required.

Salary commensurate with experience

Requirements

A strong commitment to Jesus Christ and to the church's music and worship ministries

The Bell Director will possess good relational and leadership skills and musical proficiencies to guide and instruct the Bell Choirs at Grace United Methodist Church. No musical degree is required, though previous experience in leading bells and/or choirs is preferred.

Function

To perform the duties of the position throughout the year as stipulated by the Director of Worship Arts and Senior Pastor

Responsibilities

- Coordinate practices and rehearsals of the hand-bell choirs (one hour per week)
- Produce seasonal music that will coincide with worship themes
- Expand bell ministry to include children and youth components

- Work with the Director of Worship Arts to develop summer programs to enhance the ministry and appreciation of the bells in the life of the church (as part of Music and Arts programs at Grace UMC)
- Coordinate special appearances of the bell choirs as part of the church's outreach in the community (e.g., performances at nursery homes, district events, etc.)
- Oversee the maintenance of the bells
- Develop a yearly budget in cooperation with the Director of Worship Arts
- Acquire music and materials as well as maintain music library
- Encourage and find ways to foster participation in the bell choirs (e.g., summer camps, workshops, etc.)
- Work on scheduling the bells to play/perform during high 'holy' days of the church's worship calendar (e.g., Lent, Easter, Advent, Christmas)
- To lead bells from mid-August to first of June