

**New Salem Baptist Church  
Part-time Music Minister Job Description**

The primary responsibilities of the part-time music minister will be to lead and grow the music and worship ministries of New Salem Baptist Church (NSBC); always working towards a balance of worship styles and components that will help us to attract the community around us. This person is directly accountable to the Senior Pastor.

**DUTIES AND RESPONSIBILITIES**

1. Provide leadership, vision, and passion in the area of music worship ministries that is in line with the overall vision, purpose and mission of NSBC. Lead in creating and implementing new worship opportunities which align with the mission and vision at NSBC.
2. Prepare for and lead rehearsals for all those involved in the music ministry.
3. Coordinate with the Senior Pastor to create and lead well-planned and engaging Sunday worship services. This includes leading congregational worship during morning and evening services, overseeing the worship teams (vocalists and instrumentalists) and leading of the choir.
4. Assist in planning, implementing and leading worship for events outside of normal Sunday worship services. This might include (but is not limited to) revivals, cantatas, Christmas Eve services, Thanksgiving eve services and other special events.
5. It is anticipated that the duties associated with this position will take approximately 8 - 10 hours per week. These hours might include praise team and choir rehearsals, time spent listening to music, pastoring the musicians, etc.

**ADMINISTRATION**

6. Develop and administer an annual budget for the music ministry in accordance with the financial policies of the church.
7. Participate in the planning and implementation of church programs that will fulfill the mission and vision of the church.
8. Perform other duties as assigned by the Senior Pastor.

**PERSONAL AND PROFESSIONAL**

9. Be willing and qualified to join the membership of NSBC in full agreement with our statement of faith.
10. Continue to grow and mature as a godly person of integrity. Pursue being a Christ follower so that he/she can model and mentor what that is to those around him/her.
11. Build relationships both inside and outside the church in an effort to recruit and involve new musicians and vocalists
12. Keep himself/herself challenged by attending training events and networking with other music ministers.

**Resumes and questions can be forwarded to Tim Jaynes, the chairman of our search committee. Tim can be reached by phone at (423) 483-8401 and by e-mail at [youth@newsalemchurch.net](mailto:youth@newsalemchurch.net).**