

Bethany Lutheran Church and Preschool (LCMS) 2501 Beacon Hill Road Alexandria, Virginia 22306-1699 Music Director/Choir Director/Organist Hours per week: 20 When position is available: NLT January 1, 2023 Salary: Commensurate with qualifications and experience Contact: Director of Worship Support Tom Bolick and Pastor Andy Jagow through the Bethany email: Office @bethany-lcms.org.

Summary of duties: The Director of Music is a part-time salaried member of the staff of Bethany Lutheran Church and Preschool, who will be responsible for 1) providing organ and other keyboard music for Bethany's worship services; 2) directing Bethany's choirs; and 3) developing, coordinating, and maintaining a well-rounded Christian music program at Bethany.

Requirements: The ideal candidate will possess exceptional skill as a liturgical organist and accompanist, as well as experience training and conducting musical groups of all ages. The ideal candidate will have a rich understanding of the liturgies of the Lutheran Church.

Bethany's Director of Music shall:

- Be a member in good standing of a Christian congregation
- Be a trained musician, preferably in both vocal and instrumental music
- Model the new life in Christ through personal example, such as regular attendance at worship services, receiving the Sacrament, and being involved in Bible study and prayer
- Demonstrate an enthusiasm to serve Christ by working with the people of the congregation and sharing the Gospel with them through Word, deed, and music
- Have the vision to implement new programs that enhance those already in place at Bethany
- Possess the ability to encourage, use, and celebrate the time and talents of others, including recruiting and training volunteers for music ministry who demonstrate a willingness and desire to do God's work
- Exhibit the ability to work well with others, including the Pastor, church staff, Preschool Director, congregational leaders, and congregational members, in a collaborative ministry that belongs to all members of Bethany

About Bethany Lutheran Church, Alexandria, VA: Bethany Lutheran Church and Preschool is a congregation of the Lutheran Church-Missouri Synod (LCMS), founded in 1963 in a Northern Virginia suburb outside Washington, DC. Signature ministries of the congregation include a Preschool/Kindergarten and music for festival worship, among other community outreach ministries and programs. For many years, Bethany has placed a high value on the ministry of music, which since 1998 has included a part-time Director of Music position. Bethany currently has two singing choirs (adult and children), two handbell choirs (advanced and beginner), and a contemporary music group (Created2Worship (C2W)). Bethany uses a two-manual Berghaus pipe organ (1995) to provide music for most of its worship services and a piano and other instruments for its contemporary services, as well as on other occasions. The congregation is familiar with liturgical orders of worship employing traditional or contemporary hymnody. Recently, Bethany added live streaming of worship services. In addition to the Director of Music position, staff members include Pastor, Preschool Director, and office support staff. For additional information about Bethany, please visit our website to learn about our congregation, community, and various ministries: [www.bethany-lcms.org](http://www.bethany-lcms.org)

How to apply: Review the full Position Description to understand the requirements for and duties of Bethany's Director of Music. Submit an up-to-date, accurate resume and a cover letter of interest to the Search Committee at [office@bethany-lcms.org](mailto:office@bethany-lcms.org). For any other questions about the application process or position, please contact Pastor Andy Jagow or Director of Worship Support Tom Bolick through the Bethany email above. Be sure to include the following information:

- Name, address, phone number, email
- Record of formal education (i.e., schools and/or programs attended)
- Training in music
- Employment history, including employers and positions
- Professional references (may be prior employers) The successful candidate will be expected to undergo a background check.

Specific duties: The job of Director of Music for Bethany Lutheran Church and Preschool has three components: Music Director, Choir Director, and Organist/Pianist. (I) Music Director a. Serves as the point of contact for Bethany's music ministry, and is responsible for the general planning and leadership of the church's music program. b. In consultation with the Pastor and the Director of Worship Support, prepares and maintains a schedule for the participation of organists and pianists, choirs, preschool children, other music groups, and/or additional musicians (e.g., special music for Reformation, Easter, and Christmas Eve Festivals) in worship services, in accordance with the annual liturgical schedule. c. Works with the Pastor to select hymns, liturgical music, and special music for worship services, and plans and oversees music for regular worship services, funerals, weddings, and other special services. d. Coordinates with and is responsible to the Worship Support Team through the Director of Worship Support, and consults and coordinates with the Pastor, Lay Liturgist, and Lay Minister before a worship service, as needed. e. Assists with or leads, as needed, Bethany's contemporary worship music group. f. Plans, schedules, and administers any special music events, which are also valuable for community outreach. g. Provides music training and support for the Preschool music program, and, as needed, the Sunday School and Vacation Bible School. h. Coordinates with the Preschool staff to arrange occasional Preschool music programs during worship services and encourages the participation of the Preschool families in Bethany's worship. i. Maintains the church's music library. j. Trains the Pastor, Lay Liturgists, and others in chanting the liturgy, as needed. k. Prepares annual reports and budget requests for the Board of Directors through the Director of Worship Support. l. Submits spending requests to the Director of Worship Support for the purchase of supplies, scheduled organ/piano maintenance, and the hiring of musicians. m. Schedules regular maintenance of all musical equipment in consultation with and approval of the Director of Stewardship. n. In consultation with the Pastor, coordinates provision of organists, as needed, at wedding and funeral services. o. Maintains a roster of choir membership, communicates frequently with all ensembles, and provides information on the growth of and levels of participation in Bethany's music ministry to the Director of Worship Support. p. Maintains and enhances musical education and expertise through practice, membership in professional organizations, and continuing education in subjects such as liturgy, hymnology, or historic and contemporary worship music. q. Attends Bethany staff meetings (in person or virtually). (II) Choir Director a. Directs Bethany's singing and bell choirs in regular rehearsals and at scheduled services and selects appropriate choral, contemporary, and/or handbell music for each service. Also leads or assists with C2W, as needed. b. Actively recruits new members

for the musical groups listed above via articles in the church newsletter and other electronic communications, and by participation in music opportunities at Bethany Lutheran Preschool, the annual Vacation Bible School, and other outreach events. (III) Organist/Pianist a. Plays the organ for Bethany's primary Sunday worship service at 10:00 a.m., other regularly scheduled services (e.g., Advent and Lenten services), and special services as needed, unless ill or on leave. Makes arrangements with a qualified volunteer organist/pianist for coverage during absences. If a service does not require organ music, plays the piano (acoustic or electric) for the service as needed (e.g., special anthems, services led by C2W). b. Plays the piano/organ or arranges for a volunteer pianist/organist for weekly rehearsals of Bethany's singing choirs. c. Plays piano for Preschool music activities, as needed.