

Mint Hill Baptist Church - 7835 Matthews-Mint Hill Rd. Mint Hill, NC 28227

Director of Music and Online Ministries

Qualifications

- Must be a genuine born-again believer with a dynamic personal relationship with the Lord.
- Must have a sense of divine call on their life to lead music and the music ministry.
- Must be a “people person” who works well with others in the body of Christ as well as the unchurched in the community.
- Must agree with the *Baptist Faith and Message, 2000 Edition*.

Supervision

- They will work under the direct supervision of the Lead Pastor

Responsibilities

- Prepare the music for Sunday morning and Sunday evening worship services.
- Prepare and administrate the budget of the music ministry.
- Plan with and guide (supervise) accompanists.
- Enlist substitutes for absences.
- Meet quarterly with Music Committee.
- Attend weekly staff meetings and plan worship services with the Lead Pastor.
- Make sure church is open and prepared for Sunday worship.
- Lead the choir and direct them in appropriate music.
- Oversee and plan seasonal/special performances of the music ministry, including booking and care of special guest artists as needed.
- Develop, oversee, and lead praise team and praise band.
- Enlist, train, and supervise all graded choir leadership.
- Oversee maintenance and expansion of all sound and video equipment.
- Order new music and maintain our music library.
- Provide music for all funerals and weddings as requested.
- Prepare sermon notes and music on ProPresenter (or similar software) each week.
- Oversee Planning Center Teams (or similar software) for music ministry and train other ministries as needed.
- Coordinate volunteers for audio/video positions and provide training as needed.
- Participate in all church wide events including; Trunk or Treat, Christmas Eve Services, Homecoming, and Revivals.
- Oversee maintenance and expansion of online media presence.
- Work with the Lead Pastor on vision and direction of online outreach.
- Prepare and oversee all live streamed activities in the church including Services, Sunday School, and Wednesday Night teaching.
- Oversee organization, editing, and promotion of service audio/video across all media platforms (Facebook, YouTube, Livestream, Website and Podcasts).
- Speak into the spiritual life of online viewers through pastoral care and guidance.
- Will provided any other responsibilities assigned by the Lead Pastor.