

Choir Director Job Description
Peace Lutheran Church (ELCA) - Las Cruces, NM

Description: This is a 10-month paid part-time position, (approximately 10 hours per week, August through May) under the direct supervision of the Music Minister. *This position can be combined with the part-time position of Music Minister, with direct supervision to the Pastor.*

Major Responsibility: To enhance worship through the presentation of sacred and secular music.

Qualifications: The Choir Director will possess and demonstrate:

- An understanding and commitment to the role of choral music in the Christian liturgical tradition.
- A high level of proficiency with respect to direction of choral music.
- Ability to select choral music, plan and schedule practices and direct choral presentations.
- Flexibility and patience with a volunteer choir of differing abilities, experiences, and backgrounds and varying talents and skill levels.
- Interpersonal skills to work effectively and cooperatively with others.
- Ability to plan ahead and communicate effectively with volunteers and staff.
- Experience with liturgical music is preferred.

Principal Duties: The Choir Director will:

1. Select appropriate choral music in a variety of styles to enhance Sunday worship and other services such as midweek Advent and Lenten services, Christmas Eve, etc. in coordination with the pastor and accompanist.
2. Plan, schedule and conduct choral practice sessions as well as Sunday worship services.
3. Coordinate practice schedule and worship services with the organist, choir members, other special music contributors and Pastor.
4. Assist in arranging for and scheduling of guest musicians.
5. Clearly communicate in a timely manner musical selections with the Pastor and the Parish Administrator for inclusion in the Sunday Bulletin and worship materials.
6. Participate with the Pastor and others to recruit new members for the choir.
7. Manage the Choral Scholars program and recruit local college students to be a part of the program.
8. Maintain an organized music library of choral music and purchase new music as within the budget.
9. Perform other duties as agreed to with the supervisor.

Expectations: The Choir Director is expected to:

- Complete and pass a background check as required by the policies of Peace Lutheran Church and complete staff training requirements including safety policies.
- Attend staff meetings with the Pastor and other staff as requested.
- Participate in worship planning meetings.
- Attend, as feasible, conferences and clinics (within budget constraints) that will benefit the choir and/or congregation.

Salary Range: \$7,000 - \$10,000 and is competitive and commensurate with education and experience.

Applications Accepted: May 1-31, 2025, or until filled.

Interested applicants should send a Cover Letter, Resume including 3 References, and a Video Sample of Choir Directing (with a live choir, if possible) to PastorHannah@PeaceLutheranLC.com.