



**GREENWOOD**  
BAPTIST CHURCH  
BROOKLYN, NEW YORK

**Choir Director & Worship Leader**  
**Job Description**

**Position:** Choir Director & Musician

**Purpose:** To develop and oversee the music program of Greenwood Baptist Church, direct the congregation's praise ministry and choir(s), and lead our congregational worship music

**Hours:** 20 hours per week

**Description:**

1. Lead praise & worship, hymns, and selections during Sunday worship services (1 - 2 hours), including weekly sound check, pre-service rehearsal and warm-up.
2. Provide musical support during services for preaching, prayer, and transition moments.
3. Provide not only musical but spiritual leadership during weekly services, engaging selected music as an act of worship and thereby enabling congregation to do the same. This may include singing, speaking, or playing, either along with or apart from praise & worship team.
4. Lead at least one weekly rehearsal (1.5 - 2 hours) to rehearse hymns, praise & worship and selections.
5. Engage in individual preparation time each week (duration depending on need) in order to be prepared for rehearsal and worship services. Preparation should include both researching new music and practicing selections.
6. Select hymns, praise & worship music, and selections, in consultation with Pastor. Familiarity with classic, gospel and contemporary genres of Christian music is essential.
7. Recruit and build rapport with choir and praise team members to develop a music ministry that meets Greenwood's worship needs, ministering to the choir as they minister to the congregation.
8. Maintain communication with Office Administrator to provide selection information.
9. Encourage other vocalists and instrumentalists in congregation and larger community to participate in music ministry.
10. Assist as needed with special services including Christmas Eve, Good Friday, homegoing services, etc.
11. Secure replacement musician when absent because of illness or planned vacation, with support from church leadership. Secure services of support musicians (e.g. drummer, guitarist, etc.).
12. Other duties as assigned.

**Requirements:**

1. Bachelor's degree or commensurate experience required, concentration in music or related field preferred.
2. Minimum of 2 years' experience leading worship in a congregation.



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3. Knowledge of both traditional and contemporary gospel, hymns, and praise & worship genres is required. When the Director is unfamiliar with a particular genre, s/he will work to familiarize her/himself with that genre, as well as keep her/himself abreast of current trends.
4. Vibrant and active faith, commitment to Greenwood's values, and excitement about worship.
5. Ability to work well with church staff and leadership.
6. Ability to recruit, develop, and minister to volunteers.
7. Exceptional interpersonal and communication skills and high level of emotional intelligence.
8. Ability to work well with a diverse group of congregants, musicians and singers of all ages.
9. Demonstrated vocal abilities as well as skills on keyboards. Other musical skills, especially pipe organ, also welcome.
10. Ability to manage necessary technology and software for purposes of communication, marketing and production of any necessary materials.

**Supervision:**

The Choir Director & Worship Leader reports to the Pastor, and evaluations are done jointly by the Pastor and a representative of the Trustee Board. Supervision will take place on a regular basis and will include in person meetings, phone calls, and impromptu meetings as necessary. Hiring, termination and job description changes are handled by the Pastor and Trustee Board.

**Compensation:** Compensation will be commensurate with experience and qualifications. This position is designed with the intention to eventually become full-time.