

Choir Director

*First Presbyterian Church San Mateo (FPCSM)
194 25th Avenue, San Mateo, CA 94403*

Position Description:

Choir Director

Status: Part-time (5-7 hours per week).

General Purpose of Position:

First Presbyterian Church of San Mateo is seeking a part-time choir director (CD) for our Sunday morning worship service. The primary role for the choir is the singing of an anthem or offertory during worship most Sundays. The choir also has a secondary role supporting and encouraging congregational singing in worship.

Organizational Relationships:

The CD will work closely with the Pastor, the Sunday morning Worship Leader, and the Chair of the Worship Ministries team.

Supervision and Accountability:

The CD reports directly to the Pastor and is ultimately accountable to the Human Resources Team.

Role and Responsibilities:

- Music selection for the weekly anthem/offertory
- Lead weekly rehearsal.
- Coach and encourage choir members
- Coordinate with Worship Leader, accompanists, and musicians.

Qualifications

- Demonstrated love for God, committed to being a fully-devoted follower of Jesus
- Bachelor's Degree in Music is preferred.
- At least 3 - 5 years of experience leading adult choirs.
- Basic piano skills are required.
- Interest in a variety of musical styles, including classical, traditional and contemporary Gospel music.
- Ability to teach vocal techniques at all levels.
- A team player with good energy, positive attitude and strong interpersonal skills
- Able to maintain confidentiality and present oneself professionally at all times
- Good organizational skills with the ability to multi-task, prioritize and be flexible
- Strong verbal and written communication skills

Terms

- 5-7 hours/week.
- Attendance required as follows:
 - September through June (July and August off)
 - Sunday morning worship (8:00-11:00 a.m.), three Sundays per month
 - Rehearsal for Sunday morning worship (Thursdays 7:00-9:00 p.m.), every week
 - 1-2 additional hours for planning, music selection, and team communications
- Must pass background check and fingerprint screening

Compensation: TBD

Benefits: paid sick leave, as provided for by California law

Who we are: We are a loving community of people seeking to honor God, follow Jesus, and make a positive impact in our local and global communities through the Gospel. Our stated mission is to honor God by helping people become fully-devoted followers of Jesus.

If you are interested in this position, please contact Angela Comstock, chair of FPCSM's HR Team, at bellcomstock@pacbell.net.