

THIS IS NOT A CONTRACT

Director of Music

2025

Overview:

The Church of the Holy Comforter, a medium sized (ASA 130+) Anglican church located in the heart of downtown Sumter, SC, is seeking a full-time, 40 hours per week, salaried Director of Music. Our stated vision is to reflect and to model the ‘Changeless faith in Jesus Christ engaging a changing world.’ Consistent with our vision is our priority to make known the glory and grace of Jesus Christ through Holy Spirit-filled worship. To that end the Director will develop and implement a music ministry, under the authority of the rector, that is consistent with Anglican theology and enhances the worship of God and the whole ministry of the church. The Director will also disciple the music teams under the Director’s care (through theological reflection, prayer, and mentoring) grounded in the Great Commission. Ultimately, our desire is to worship the Lord in spirit and truth (John 4.24), that we might be filled, ever more fully, with His Holy Spirit (Eph. 5.18-19).

Personal Qualifications:

We are seeking a Director who is:

- A Gospel-centered Christian with a heart for those who need to hear the Good News.
- A faithful disciple of Christ whose ministry flows out of healthy rhythms of worship, personal prayer, scripture-reading, accountable community, and service to others.
- Passionate about supporting the church in her mission to partner with parents as they raise their children in the knowledge and love of the Lord.
- A role model with a heart for servant leadership and a proven ability to replicate themselves.
- A self-starter, requiring little management or oversight.
- An effective recruiter able to craft a vision that inspires volunteers.
- A lifelong learner with an eagerness for further training, coaching, and mentoring in pursuit of personal growth and maturity in Christ.
- Organized and an organizer of others, able to plan ahead and help volunteers do the same. Punctual in the stewardship of their time.
- A prudent steward able to develop and manage a budget for the ministry.
- A reconciler with the character, confidence, and humility to resolve interpersonal conflict in a biblical fashion.
- A prayer warrior willing and able to put on the full armor of God and to prayerfully fight the good fight of faith for the sake of those they love and serve.

Professional Qualifications:

- A Bachelor's degree in organ or music performance. Equivalent experience is also acceptable.
- *Keyboard expertise* - proficiency in both organ and piano (if primarily piano, time devoted to growing competency on the organ will be expected).
- *Conducting expertise* - ability to run an efficient choir rehearsal and conduct on Sunday.
- Additional vocal or instrumental expertise is ideal.
- Familiarity with both traditional hymnody and contemporary worship music and a heart for both (in particular, familiarity with the Hymnal 1982, Hymnal 1940, or the Book of Common Praise 2017 would be ideal).
- Competency with notation software (Sibelius, Finale, Dorico, etc.)

Detailed Description:

The Director reports directly to the rector and supports him by serving in or overseeing these four key areas of ministry:

1. Worship
2. Discipleship
3. Children & Youth
4. Music Ministry Administration

Worship:

1. Plans services under the authority of the Rector.
2. Selects music from sacred, classical, traditional, and contemporary traditions.
3. Plays the organ, directs the choir, and leads the praise team in Sunday morning worship.
4. Rehearses weekly with the adult choir in preparation for Sunday worship and special seasonal offerings.
5. Rehearses weekly with the praise team in preparation for Sunday worship and special seasonal offerings.
6. Rehearses weekly with the children's choir in preparation for Sunday worship and special seasonal offerings.
7. Coordinates music for Alpha, Joint Services, Healing Services, and other special events and ministries.
8. Provides music for weddings (compensated additionally) and funerals (included in salary).

Discipleship:

1. Nurtures and cultivates the faith of their team members and provides opportunities for them to grow spiritually through theological reflection, prayer, and other spiritual resources.
2. Ensures that their team members are in theological alignment with Holy Comforter's core values and Statement of Faith.
3. Models and instills a spirit of servant leadership and humble collaboration within the various music teams.
4. Recruits new members for all musical ensembles.
5. Enlists volunteers to assist with the administrative and organizational details of the music ministry as needed.

Children and Youth:

1. Oversees the development of music programs for children and youth to include a children's choir.
2. Coordinates music for special services led by children and youth.
3. Assists the Director of Family Ministries in coordinating children's seasonal offerings including musicals, concerts, Vacation Bible School, etc.

Music Ministry Administration:

1. Supervises the tech team leader and provides support as needed.
2. Serves as the staff representative for the Worship committee.
3. Coordinates backup organist/pianist as needed.
4. Attends staff meetings.
5. Oversees the development of the annual music budget.
6. Purchases all music, supplies, and equipment, and supervises their maintenance.
7. Oversees maintenance of choir robes.
8. Oversees music libraries for all Holy Comforter groups.
9. Manages and maintains church-owned music equipment and instruments.
10. Attends workshops, seminars, and retreats to enhance the music ministry.
11. Provides information for and proofs the weekly worship bulletin in a timely fashion.
12. Maintains protocols for copyrighted materials (CCLI, OneLicense, etc.).

Success in this Role

1. The Director plans, prepares, and executes their ministry to their highest ability, intentionally seeking to *decrease* so that Christ may *increase*, that the Holy Spirit may ultimately lead God's people to worship Him in spirit and in truth.
2. The Director actively discipled those under their care into a deeper relationship with Christ.
3. The Director effectively recruits new members to the Choir, the Praise Team, and the Children's Choir so that these groups experience growth.
4. The logistical needs of this ministry are fulfilled with efficiency, excellence, and within budget

About Church of the Holy Comforter

We are an evangelical, Anglican congregation in Sumter, SC. We affirm our belief in historic Christianity as revealed in the Scriptures and summarized in the Apostles' and Nicene creeds and the Thirty-Nine Articles. Learn more about who we are and what we believe at:

www.holycomfortersc.org

Compensation:

The expected total compensation range for this role is \$50,000 - \$70,000 annually. This range is based on a review of market data and considers relevant skills, experience, and education.

Application for this Position

Please submit the following to lorig@holycomfortersc.org:

1. A resume.
2. Three references including your current or previous employer.
3. A document, not to exceed 500 words, describing your spiritual biography.
4. A document, not to exceed 500 words, describing your theology of music and worship.

After a review of your resume, we will contact you directly for next steps. No phone calls, please. Application Deadline: October 15, 2025.