



Associate Director of Music Ministries & Director of Choirs - Norman, OK

Description

McFarlin Memorial United Methodist Church's mission is Changing Lives that Change the World. We seek people who want their work to matter and have meaning, and who will live out our staff values of faith, integrity, openness, courage, compassion, accountability, resilience, patience and excellence.

McFarlin also recognizes that God made all creation and saw that it was good. As a diverse people of God who bring special gifts and evidence of God's grace to the unity of the Church and to society, we are called to be faithful to the example of Jesus' ministry to all persons. As a church that values the participation of all people at all levels of ministry, McFarlin seeks to be a place where all persons are open, welcoming, fully accepting, and supporting of all other persons, enabling them to participate fully in the life of the church, the community, and the world.

McFarlin Memorial United Methodist Church is a large and active church known for its musical excellence. McFarlin has a rich history of worship and music in its sanctuary services led by organ, choir, and handbells as well as a thriving modern worship service. The Associate Director of Music Ministries is part of a collaborative music ministry team, including two full-time musicians, one part-time musician, and an administrative assistant, that oversee a multi-generational music program with four choirs and six handbell ensembles.

Responsibilities

- Conduct three choral ensembles: Chancel Choir (adults), Chapel Choir (middle and high school), and McFarlin Singers (select schola group)
 - Prepare and conduct choirs for weekly rehearsals, Sunday worship, high holy days, and special worship services in collaboration with the Director of Music Ministries (DMM). Services include All Saints, World Communion, Candlelight Carol, Christmas Eve, and Holy Week
 - Select appropriate choral repertoire in consultation with DMM in a wide variety of musical styles, including masterworks with orchestra
 - Coordinate and manage paid choral section leaders
 - Develop and recruit choir members

- Maintain an organized library of choral repertoire in music library
- Lead congregational singing for worship services
- Plan and lead choir tours. Previous tours include both domestic and international locations
- Plan and lead Chancel Choir retreats
- Plan and lead annual Youth Music Dinner Theatre
- Assist Director, Pastors, and Pastoral Staff in planning worship
- Assist Director of Music with coordination of hired instrumentalists
- Assist with music area fundraising activities. Fundraisers include parking space sales for sport events and the annual pumpkin sale
- Assist with planning and operating music department events
- Work collaboratively with Modern worship leaders as needed
- Additional responsibilities based on the needs of the department

Qualifications

- Doctor of Musical Arts or equivalent degree preferred, with an emphasis in Choral Conducting or Sacred Music preferred. A candidate with significant experience in church music would be considered without a doctoral degree.
- 5+ years of experience in church music preferred
- Experience working with the adolescent voice
- Experience leading large masterworks with an orchestra preferred

Skills

- Ability to actively communicate with parents and families involved in music ministry
- Ability to recruit singers for adult and youth choirs
- Ability to recruit and sustain a volunteer team to assist with music ministry program
- Ability to plan and execute trips of large groups of people
- Experience with leading handbell ensembles preferred
- Strong leadership skills
- Works well collaboratively
- Administrative, organizational, and computer skills including use of Microsoft Office systems and social media

This is a full-time, exempt position and reports to the Director of Music Ministries. McFarlin Memorial United Methodist Church offers competitive compensation, paid pension, and health insurance benefits.

Deadline: March 12, 2025 Start date: June 1, 2025

To apply, please email a resume & cover letter to Director of Music Ministries, Dr. Stephen Wurst, at abowden@mcfarlinumc.org.