

Church Pianist/Musician Job Description (Part-Time)
New Friendship Baptist Church

PRINCIPLE FUNCTIONS FOR CHURCH PIANIST/MUSICIAN

The Pianist shall have as their functions the following:

- Provide music for at all regular church services
- Attend all choir practice sessions (scheduled or special practices directed by the Minister of Music)
- Provide music at other services such as funerals, revivals, etc. where the Pianist will be required to attend

SPECIFIC ASSIGNMENTS FOR CHURCH PIANIST/MUSICIAN

1. Must be able to read/play music from church hymnal as well as various choral accompaniments
2. Provide music at all regular church services: two Sunday AM, Sunday PM & Wednesday PM
3. Provide prelude, postlude, & offertory music for all church services
4. Provide music for funerals, revivals, etc. and other services as directed by the Minister of Music
5. Attend regularly scheduled choir practice sessions and any additional choir practices that are scheduled by the Minister of Music
6. Attend scheduled Staff Meetings to plan and organize music for services
7. Work closely with the Minister of Music and Senior Minister/Pastor to provide quality worship experiences for all members

ADMINISTRATIVE ACCOUNTABILITIES FOR CHURCH PIANIST/MUSICIAN

- Is accountable to the Personnel Committee with direct reporting to the Minister of Music.
- Provide written notification for scheduled absences at least TWO WEEKS prior and sent to the Minister of Music & Personnel Committee Chair. If an emergency occurs, you must contact the Minister of Music as soon as possible.
- Adhere to the Financial Policies & Procedures as outlined in the manual. Failure to adhere to the proper financial procedures may result in disciplinary action including termination.
- It is expected that the candidate selected for this position will join New Friendship Baptist Church as an active member.

POSITION COMPENSATION

- Salary will be based on the qualifications of applicant
- Paid vacation days will be given after six (6) months of active service
- Part-time employees are those who are approved to work 30 hours or less per week

Note: A background check is required for all staff members once resume has been submitted & prior to any interviews.

Application Requirements

All interested candidates should submit a resume of prior experience with salary expectations to **Theresa Coleman, Personnel Chair** at colematmc@aol.com

For more information or questions concerning the position expectations, contact **Laurie Trivette Roberts, Minister of Music** at ltrivette42391@gmail.com