

Director of Worship & Music

Position Type	Program
Reports to	Lead Pastor
Directly Supervises	All Music Staff and Volunteers
Status	Full-time/40 hours
FSLA	Exempt
Approved By	
Revision Date	

Job Summary

The Director of Worship & Music at Good Shepherd Lutheran Church serves as the visionary leader responsible for shaping and nurturing the worship and musical life of our multi-campus congregation. Rooted in the rich traditions of the Evangelical Lutheran Church in America (ELCA), this position blends spiritual leadership with musical excellence, fostering dynamic worship experiences that are both Christ-centered and community-focused.

In collaboration with the Lead Pastor and ministry staff, the Director oversees the planning and execution of all worship services at both the Madison and Verona Campuses. This includes leadership and supervision of music staff, paid musicians, and volunteers across a diverse range of musical expressions. The role also encompasses the administrative oversight of the music ministry and its many artistic and spiritual initiatives.

This is a full-time, exempt, salaried position eligible for all benefits offered to full-time employees of Good Shepherd Lutheran Church.

Key Responsibilities

Spiritual & Theological Leadership

- Cultivate an authentic and growing relationship with Jesus Christ and live out the values of the ELCA in ministry leadership.
- In collaboration with the Lead Pastor, shape a shared vision and philosophy of worship for the congregation.
- Ensure worship services engage the congregation in meaningful participation, incorporating a variety of musical styles, liturgical elements, and creative expressions.

Worship Planning & Leadership

- Lead and coordinate worship services across both campuses, ensuring consistency, quality, and theological integrity.
- Plan weekly worship services including liturgy, hymn/song selections, and special elements in coordination with pastoral and worship/music leaders.
- Serve as organist and choral conductor, including regular rehearsals for the Good Shepherd Choir and Handbells.

- Play and prepare music for weddings, funerals, and special services; consult with families as needed.
- Ensure theological and musical alignment across all worship expressions and campuses.

Team Leadership & Supervision

- Provide leadership and oversight for paid music staff, including the Music Coordinator for Children & Youth, the Worship Band Director, ensemble leaders, and volunteers, fostering a collaborative and supportive team environment.
- Oversee music ensemble leadership at the Verona Campus and provide guidance and participation as needed.
- Provide mentorship and musical development opportunities for ensemble participants.
- Recruit and nurture musicians of all ages and experience levels, making space for everyone to be involved in Good Shepherd's Music Ministry.
- Foster a welcoming, inclusive environment that encourages participation, creativity, and spiritual growth through music.

Program Development

- Lead and grow a comprehensive ministry of music for all ages, including traditional and contemporary expressions.
- Coordinate, plan, and seek funding as necessary for special events such as the Music Monday Summer Series and the Annual Christmas Concert, as well as other musical and worship arts initiatives.
- Identify new opportunities for outreach, ensemble creation, and community engagement through music.
- Collaborate with staff and volunteers to ensure ministry programs and opportunities reflect the mission and values of Good Shepherd.

Administrative & Collaborative Responsibilities

- Meet regularly with the Lead Pastor to align on worship vision and service planning.
- Coordinate the participation of soloists, instrumentalists, guest musicians, and worship leaders.
- Work closely with the media team to ensure quality sound, visuals, and livestreaming experiences at both campuses.
- Partner with the Hospitality Coordinator to ensure worship volunteers for media roles are trained and scheduled.
- Collaborate with office and communications staff for bulletin printing, worship slide creation, and other service details.
- Maintain and oversee musical instruments, music library, and technology used in worship at both campuses.
- Make recommendations and manage the music ministry budget responsibly and efficiently.
- Attend staff meetings, director's meetings and serve as the staff liaison for the Worship & Music & the Arts Committee regularly.
- Maintain open and effective communication with the congregation and wider community through appropriate platforms and channels.
- Stay informed about developments in sacred music, liturgical arts, and worship technology through study, continuing education, and networking.

An individual must be able to successfully perform the essential duties and responsibilities listed above. Reasonable accommodation may be provided to enable individuals to perform the essential

functions of this position. The above list reflects the general details necessary to describe the principle and essential functions of the position and shall not be construed as the only duties that may be assigned to the position.

Qualifications and Competencies

Required:

- A growing, Christ-centered faith and a commitment to the mission and theology of the ELCA
- Master's degree in music or equivalent
- Minimum of 5 years' experience in worship/music ministry or related field
- Strong leadership and collaboration skills
- Proficiency in organ, choral direction, and contemporary worship leadership
- Broad musical knowledge across genres and worship styles
- Strong communication, organization, and administrative skills
- Competency in Microsoft Office Suite and music software
- Pass Background Check

Preferred:

- Experience leading worship in both traditional and contemporary settings
- Ability to engage with and support digital and hybrid worship formats
- Ability to inspire musical participation across generations, cultures, and worship styles

Physical Demands

This position requires a basic level of physical ability but may require standing for an extended period of time and occasionally need to lift up to 30 pounds while moving files or musical equipment. The employee must be able to hear in order to discern the quality of music performance.

Work Environment

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

Travel

- Travel consideration is given for ongoing study, research, conventions, teaching and presentation of published materials at religious institutions and organizations.
- Travel between the two church locations will, at times, be required.

Equal Employment Opportunity Employer

The church is an Equal Opportunity Employer. Except as otherwise allowed by law, it is the church's policy and practice not to discriminate against any person based upon his or her race, color, creed, citizenship, national origin, ancestry, age, sex, marital status, sexual orientation, disability, arrest or conviction record, membership in the national guard or any military reserve component, or any other classification protected under applicable federal state, or local law.

Where reasonable accommodation is necessary to allow qualified individuals with known disabilities to perform the essential functions of their job, the church will make accommodation unless doing so would result in an undue hardship to the church.

Signatures

This job description has been approved by all levels of management.

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.*

Employee: _____ Date _____

Supervisor: _____ Date _____

* This document does not create an employment contract, implied or otherwise, other than an at-will employment relationship. Good Shepherd Lutheran Church maintains the discretion to add duties or change the duties of this position at any time.