



First United Methodist Church of Austin

Handbell Director

10-12 hours/month, non-exempt

\$6,000 annually, paid over 10 or 12 months, plus special service pay

This is a part-time, salaried position that reports directly to the Director of Music. The position is for 10 months of the year (September through June).

Overview

First United Methodist Church exists to build a community where all people are invited to know God's love and to join God in transforming the world. The purpose of the Handbell Director is to establish an enthusiastic, positive environment to enhance FUMC Austin's music ministry and other programs of the church.

Position Description

The Handbell Director is responsible for developing, maintaining, and providing leadership for the Handbell Ensemble as part of the Music Ministries Team, and promoting an integrated, balanced music program.

Skills Needed: Knowledge of handbell techniques; ability to assess performance and establish/alter bell assignments; ability to recruit handbell players and maintain participation; ability to work cooperatively with multiple age groups, and independently, as needed

Areas of Responsibility:

1) Lead Ensemble Rehearsals and Performances

- Select diverse music in collaboration with the Director of Music
- Direct weekly rehearsals (September through June)
- Prepare and direct the ensemble for monthly Sunday worship and special services
- Supply titles and copyright information two weeks prior to any service
- Encourage the musical growth and confidence of volunteer ringers
- Offer a beginning and/or skill enhancement class
- Seek opportunities for performance outside of worship as time allows at the discretion of the Handbell Director and ringers

2) Equipment and Library Maintenance

- Ensure handbells, chimes, tables, table covers, storage cases, and other equipment are properly maintained
- Maintain the handbell music library
- Order handbell music and program supplies as supported by the handbell budget

Preferred Qualifications

- Training in music, with experience conducting and/or performing in a handbell ensemble
- High degree of professionalism

Other requirements for this position:

- Bi-annual (once every two years) Safe Gatherings certification.
- Support the mission and goals of FUMC Austin