



JOB DESCRIPTION



INFORMATION

Job Title:	<i>Professor of Music and Director of Choral Studies</i>	EEOC Job Classification	Professionals
		FLSA Classification	Exempt
Department:	Paul T. Plew School of Music	W/C Classification	8868 – Administration/Faculty
Reports To:	Dean of the Paul T. Plew School of Music	Compensation	\$65,000 - \$85,000

SUMMARY

Advance the mission and vision of TMUS in the Paul T. Plew School of Music by leading students to glorify Christ through passionate pursuit of musical excellence.

ESSENTIAL JOB FUNCTIONS

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Serve as music director and conductor of
 - The Master’s University Chorale, the university’s award-winning 55-voice touring choral ensemble.
 - University Singers, the School of Music’s large mixed-voice ensemble (performing mostly choral/orchestral literature).
- Teach courses in conducting and choral methods/literature, as well as in other areas of the music curriculum as suited/experienced (equivalent of 12 units total per semester).
- Oversee the choral program, including supervising the formation/training of additional vocal/choral ensembles as required in the context of a growing student body.
- Collaborate with the Director of Vocal Studies to recruit talented singers as music majors as well as participants in choral ensembles.
- Advise majors and share in normal departmental and institutional administrative work.
- Perform other duties as assigned.

QUALIFICATIONS

- Has a personal relationship with Jesus Christ and a demonstrated commitment to the doctrinal position of TMUS and a continuous exhibition of a desire to minister and serve others in varied capacities.
- Evidences a growing, vital personal relationship with Jesus Christ.
- Manifests a mature Christian lifestyle through active involvement in a conservative evangelical local church.
- Exhibits a desire to minister, to serve others in varied capacities, and to mentor students in Christlike humility and lifelong learning.
- Establishes and maintains effective working relationships with students, faculty and staff members, administrators, donors, external colleagues (in church, K-12, college-level, professional, and community organizations), and other community members from diverse academic, socio-economic, cultural, & ethnic backgrounds.
- Employs strong interpersonal, organizational, and verbal/written communication skills to work effectively with a wide range of constituencies in a diverse community.
- Exercises confidentiality, good judgment, and discernment, consistently applying biblical/theological thinking to decision-making.
- Must successfully pass a background investigation.

SUPERVISORY RESPONSIBILITY

This position has no supervisory responsibilities.

EDUCATION AND EXPERIENCE

- Experienced choral conductor and teacher with a proven track record of recruiting singers and developing post-secondary choral ensembles, including concert programming/production and touring.
- Completed doctorate in music or music education with specialization in choral music or choral music education (ABD considered).
- Active participation in regional and/or national professional choral and/or music education organizations.
- Background/aptitude/experience teaching in other areas of the music curriculum, e.g., elementary and/or secondary music education, history/literature, theory/composition, audio recording/post-production (i.e., in addition to conducting and choral ensembles).

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms.
- This position requires the ability to occasionally lift office products and supplies, up to 30 pounds.
- There is some travel with overnight stay expected.

ADDITIONAL INFORMATION

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

The Master's University & Seminary does not discriminate on the basis of race, color, national origin, ancestry, gender, age, marital status, veteran status or prior military service, medical condition, or any physical or mental disability. We are committed to practicing principles of equal employment opportunity and diversity based upon sovereign Biblical principles.