

[Church Name]
Church Choir Job Description (Sample)

Job Title: Church Choir
Reports To: Church Choir Director
Position Status: Full-Time/Part Time

Purpose:

The Church Choir has to lead and enliven the congregation's song, to sing music that the congregation cannot, to serve as a small-group within the church for faith formation and to sing beautiful and challenging music to glorify God and to edify the congregation.

Responsibilities:

- Each choir member is expected to **attend all the services and functions when the choir is needed**. Promptness is important as well.
- Choir members have to be team players, showing respect and cooperation with the Choir Director and other members of the clergy. Singing should always be a joyous activity. Joy is expressed through singing to give glory to God.
- The choir comes first, even if there is so much to do otherwise.
- Sit up straight on the edge of a chair, relax your shoulders, look ahead and smile!
- Be attentive to the rehearsal and to the Choir Director, listen to the other voices and postpone conversations with your neighbor.
- Each choir member is expected to have a positive attitude and a sense of great expectation.

There are four main types of choirs (voices) which are **soprano** (or treble and countertenor), **alto** (contralto, countertenor or mezzo), **tenor** and **bass** (baritone). Because the human voice has limited range, different voice types are usually not able to sing pitches that lie outside of their specific range. The Choir Director will determine which voice you have and will lead you from there in the choir.

I have read and received a copy of my job description. I understand this overrides anything I have been given or told in the past. I further understand that I am expected to follow my job as outlined above, and that if I have any questions concerning what is expected of me, I will speak with my immediate supervisor identified above.

Signature [Choir Member] Date

Signature [Choir Director] Date