MAINLY MUSIC COORDINATOR JOB DESCRIPTION

Date Created: 7 September 2026
Position Reports to: Generations Minister
Award: MISC award
Permanent part time, ?6 hours a week.

Position Purpose:

- To prayerfully lead a strong and healthy mainly music ministry by coordinating the team, program, communication and follow up.

Responsibilities:

Wednesday Mornings (9am-12noon, 3 hours weekly)

- Attend Mainly music
- Lead the team in prayer at the beginning and end of session
- Coordinate set up and pack up of session
- Coordinate with team to ensure provision of morning tea, welcoming, leadership of the session.
- Ensure special dates and events are celebrated eg Mothers & Fathers Day, Easter & Christmas

Other responsibilities (3 hours weekly)

- Working with the Generations minister to coordinate and/or adverstise pathway activities to faith and church eg Mainly music plus, Alpha, Bushdance
- Coordinating with Mainly Music Australia
- Replying to enquires (Emails, sms, phone calls)
- Inputting information into Elvanto, sending general emails and maintaining the email list
- Following up with families, gifts for new babies etc
- Recruiting new leaders in conjunction with Vicar and Generations Minster

Other tasks

- Meeting with Generations Minster for Supervision and support
- Prayer
- PD as agreed
- Must maintain Diocesan Safe Ministry Clearance for Service.

To Apply

For more information or to apply please send your resume to angela@stasmerri-bek.org.au.