

Choirmaster/Organist Job Description

Position Description:

The Choirmaster/Organist works with the Rector to craft liturgy while also being responsible for all choirs, vocal and bell, at Grace. This position necessitates an educator with an Episcopal background, or appreciation for liturgy.

The ideal candidate:

- Passion for music and liturgy.
- Models' responsible behavior and is someone children and youth can look to for guidance.
- Is a team player.
- Has a desire to minister to the church through teaching and mentorship.
- Actively engages personal spirituality
- Able to manage programs and shepherd relationships with parishioners, children, and youth

Duties and Responsibilities

- Assist with duties as assigned by Rector
- Attend weekly staff meetings
- Meet weekly with Rector who serves as chief liturgical officer at Grace (Supervisor)
- Supervise Director of Handbells: 3 choirs
- Recruit, Train, and rehearse vocal choirs of the parish: adult, boys, girls.
- Provide pastoral care for choirs as needed
- Plan Sunday worship service and other feast day service music appropriate to Proper Day and Season
- Arrange for special music through strings, brass, or other appropriate guest groups for services celebrating high and holy days throughout the year
- Participate in event planning and Parish attend Mardi Gras, Trunk-or-Treat/Pumpkin/Pizzas, and Christmas Pageant on Christmas Eve, 12th Night Event
- Prepare music for funerals and weddings in conjunction with Rector and families/Bride & Groom – per contract additional honorarium fees are provided by families for preparation and practice time.
- Re-establish cyclical Evensong services on Sunday evenings.
- Adhere to copyright requirements for all music used as necessary

Qualifications: Organ worship leading experience, choir leadership, experience with bell choir and familiarity with Episcopal Church liturgy and music

Hours and Compensation:

- 19 hours/week with additional hours available as needed with beginning new position
- Compensation commensurate with experience

Make application by sending cover letter, resume, and list of references to The Rev. Dr. Lisa Corry at lisa.corry@gracekirkwood.org