

St. John's Episcopal Church Tower Grove

St. John's Tower Grove is an Episcopal Church located in the City of St. Louis, in the Tower Grove South neighborhood, in the Episcopal Diocese of Missouri. We seek a part-time Music Director who will perform a variety of functions including playing the organ and piano at worship services, directing the choir, assisting in the selection of music for worship and other duties as assigned and described below.

Music Director Job Description

Policies, Skills and Qualifications

1. The Music Director is the principal musician of this congregation under the leadership of the priest. The Music Director accompanies the choir and rehearses the service music and hymns with the choir.
2. The Music Director plays either the organ or piano during worship for the congregational singing. Use of both organ and piano is expected. A variety of styles may be used during worship, including traditional Episcopal hymns and more modern forms of music.
3. Time Requirements: 10 hours per week
4. The Music Director works collaboratively with the priest, parish administrator, Worship and Music Committee members, etc.
5. A Bachelor of Music degree is desired. Sufficient keyboard ability to sight-read hymns and anthem accompaniments is required. Life experience will be considered in lieu of the degree.
6. A working knowledge of the Episcopal Church's liturgy and worship tradition is desired. It is a vestry-approved policy for St. John's and an Episcopal Church-wide "best practice" not to hire parishioners for paid positions except under extraordinary circumstances.
7. Timely and successful completion of the on-line course "Safe Church" is a requirement for employment at any church in the Diocese of Missouri.
8. We require an audition for organ from a selection from one of our hymnals as part of the hiring process.
9. Salary will be determined based on education and experience.
There is a 90-day probationary period from the date of hire.

Employee's Responsibilities

The Music Director shall:

1. Provide all music for worship services. This includes prelude, service music, hymns, and postlude for all Sunday worship services.

The Music Director will be expected to play for other Special Services throughout the year, including, but not limited to:

- Christmas Eve
- Christmas Day
- Ash Wednesday
- Maundy Thursday
- Hanging of the Greens/Carol Sing-Along/Children's Pageant (approx. 3rd Sunday in December)

These services are included in the salary. The salary also reflects payment for rehearsals with the choir.

2. Working with the priest, arrange for paid musicians at Special Services and on other special occasions and make arrangement for substitute musicians when the Music Director will be absent. The Music Director may be absent for two (2) Sundays each year for vacation or other purposes with notification and permission from the Rector. The Music Director will arrange for substitute musicians.
3. Work collaboratively with the Worship and Music Committee and attend Worship and Music Committee meetings. Work collaboratively with the priest in selecting the congregational hymns and service music to be sung in worship. Each month the priest and Music Director will discuss music and liturgy.
4. Function under the direct supervision of the priest and deal with the priest directly on any issues affecting the job. Complaints/concerns that the Music Director has concerning the job are to be addressed solely to the priest for resolution.
5. Not engage in the unauthorized duplication of copyrighted materials by photocopying, recording or any other means that would expose the church to liability for penalties under existing or future copyright laws.
6. Attend any scheduled meetings of staff and other appropriate committees, upon reasonable notice, as may be necessary to assist the music ministry of the congregation.
7. Report to the priest on the condition and needs for the maintenance of church-owned musical instruments. The church shall provide for the proper care of these instruments. These instruments comprise two pianos and an organ.
8. Arrive a minimum of thirty (30) minutes in advance of the worship services.

Please direct resumes to: Bob Emert, Parish Administrator, office@towergrovechurch.org,

