

Sample Position Description

TITLE: Organist

REPORTS TO: Music Director, Priest

POSITION SUMMARY

Leads the congregation's singing at various liturgies in accord with the principles of the Episcopal tradition. Facility with traditional and contemporary music is essential.

PRINCIPAL ACCOUNTABILITIES

1. Accompanies weekly rehearsals of parish choir(s); also accompanies extra rehearsals of choir(s) in preparation for Easter (up to three) and Christmas (up to three).
2. Accompanies the Handbell Choir when it ministers at liturgies.
3. Provides prelude music, beginning five minutes before liturgies (ten minutes before if there is to be a rehearsal with the congregation beforehand.)
4. Is present five minutes before prelude for consultation.
5. Assists Director of Music in securing instrumentalists when needed.
6. Assists Director of Music in the maintenance of parish instruments, especially the organ.
7. Continuously updates professional and liturgical education through reading, workshops, conferences, private study, etc.
8. Is available for ministry at weddings, if so desired. Stipend to be established by Director of Music in consultation with the Organist.
9. Is available for wedding consultation meeting with engaged couples and/or soloists(s) if requested. Stipend to be established by Director of Music in consultation with Organist.

QUALIFICATIONS

1. Basic qualifications include:
 - a. ability to play at sight.
 - b. understanding of basic music theory.
 - c. keyboard ability.
 - d. ability to sing with accurate pitch and rhythm.
2. Enthusiastic willingness to work with people.

3. Knowledge of Episcopal liturgy including music resources and familiarity with lectionary.