

Director of Music

Job Description: The Director of Music is responsible for providing music for the benefit of worship at St. Thomas church. That includes organ (as in prelude and postlude, and occasionally offertory,) conducting the choir (including rehearsal time), and accompaniment for hymns and songs the congregation sings in worship.

Responsibilities:

- In collaboration with the Rector and other clergy select music for services, considering liturgical seasons, church calendar, and selected scripture practices.
- Conduct rehearsal of Choir weekly and provide instrumental music and choral direction for all 10:30 am Sunday services and for special services
- Prepare an annual budget for the music program for the Finance Team by Oct 1st.
- Be responsible for the purchase of all music and supplies within the approved budget.
- Recruit and encourage musicians (vocal and instrumental) from within and outside the congregation to help rebuild the choir and music program.
- Have the right of first refusal to provide music for all weddings and funerals that require music. Will work with Rector on setting the fee for these services.
- Maintaining musical Instruments (Rodgers T837 Electric Organ with Manual, Chickering Baby Grand Piano, Boston Upright Piano)
- Submit necessary text and music to Rector and Parish Administrator for print in weekly/special bulletins.
- Attend all staff meetings and all required training.

Times of Work and Leave: This position is part time - 15-20 hours a week. There are four weeks of time off for vacation and sick leave. Sundays off will be scheduled in consultation with the Rector.

Annual Salary: 28,000-35,000 based off Education and Experience

To Apply: Please submit a cover letter and resume to The Rev. Katie Knoll Lenon at katie@stthomasspringdale.org