



**Organist-Choirmaster
Saint John's Episcopal Church
Memphis, TN**

Job Responsibilities

Work with Rector to plan the liturgical life of the parish
Choose hymns for Sunday and special services appropriate to the lectionary readings of the day
Play organ for Sunday services and special services
Recruit, rehearse and direct adult choir for Sunday services and special services
Hire paid choristers, instrumentalists and substitute musicians as necessary
Create, develop and build a children/youth choir program
Play organ for all weddings and funerals; choose music for same in consultation with relevant parties
Manage the music budget
Purchase all music for the parish ensuring compliance with applicable copyright laws
Maintain music library
Purchase and maintain choir vestments
Schedule regular tuning and maintenance for organ and piano
Attend regular planning meetings with the Rector and participate in scheduled staff meetings
Be present and available in the building during normal office hours to facilitate communication and collegiality with staff, to work with staff on parish administrative matters and to foster integration with parish programs
Primary contact for any questions related to music in the parish
Undertake other duties as requested by the Rector

Requirements and Qualifications

Master's Degree or higher, and/or Associate or Fellowship of AGO or equivalent
Knowledge of the Episcopal liturgy and worship preferred
Superior musicianship
Proficiency in organ technique and church service accompaniment
Experience with choirs training, both volunteer and professional, adults and children
Experience leading a church music program
Organizational and planning skills
Good communication skills with a variety of groups and individuals
Earnest desire to build a long-term ministry of music program

Salary and Benefits' Package

\$60,000 - \$70,000 annual salary compensation
Health insurance, vision insurance included.
Dental insurance employee paid
Life Insurance provided
Short-term and long-term disability provided
Defined contribution Pension Plan
4 weeks annual vacation
10 paid holidays annually
Continuing education time and allowance