

MUSIC DIRECTOR, ORGANIST, AND CHOIR DIRECTOR AT ST. JAMES EPISCOPAL CHURCH

One (or two) individual(s) will be hired to fill this position beginning in August 2022.

- **As a single position:**
 - salaried position, approx. 20-30 hours per week at \$20,000 to \$30,000 annually (commensurate with experience). Includes paid vacation time.
- **As two positions:**
 - Music Director and Organist – part-time, approx. 15-20 hours per week; and
 - Choir Director – part time, approx. 10-15 hours per week.

The setting:

St. James Episcopal Church in Wichita, Kansas, is a beautiful, 100 year-old parish which enjoys traditional liturgical services and is an open-minded congregation. We are fully inclusive. We use the BCP, the Hymnal, and expansive language. We are open to a wide variety of sacred music. Two of our 3 weekend services include music. The two Sunday morning services include the organ, and the second service includes the choir. The organist plays for both services on Sunday morning (as well as special services, funerals, and weddings, when held). The choir sings in worship 3 times per month. The hand bell choir rings 1 time per month. A youth choir, on hiatus since the pandemic, will contribute to Sunday worship music approx. once per month. Guest musicians are often included as part of our musical offerings.

Responsibilities of the Music Director and Organist:

- Play organ and piano.
- Provide prelude, offertory, and postlude.
- Choose hymns in consultation with clergy.
- Play the organ at Sunday and special services.
- First right of refusal to play for weddings and funerals.
- Accompany choir rehearsals.
- Coordinate communication with parish office (clergy, and guest musicians, and choir director, if necessary) for scheduling, bulletins, budget, etc.
- Responsibility for ongoing maintenance of hand bells, pianos (3), organ (Holtkamp), and other equipment as necessary.
- Provide complete bulletin and copyright information to the parish office for all services including music.

Responsibilities of the Choir Director:

- Select choir anthems in coordination with the Music Director/Organist.
- Conduct rehearsals of the choir, the youth choir, and the hand bell choir. The choir gathers to rehearse 1 time during the week, and on Sunday morning. The

children's choir gathers to rehearse 1 time during the week. The hand bell choir gathers to rehearse 1 time during the week.

- Coordinate communication among members of the choirs.
- Lead choirs at worship services.
- Maintain the parish music library.
- Provide bulletin and copyright information to the music director and/or parish office for all choir pieces.

Please submit cover letter and resume via email to motherdawn@stjameswichita.org. Interviews and auditions will be granted to qualified candidates.

St. James Episcopal Church
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Wichita, KS 67208
www.stjameswichita.org