

St. James United Church of Christ

Music Director

Job Description

St. James United Church of Christ (Havertown), an Open and Affirming UCC congregation, seeks an experienced, skillful, creative individual to lead the joyful expression of worship through music. The part-time Music Director will collaborate with the Pastor, Choir, and others to shape a blended music program for worship in this intergenerational congregation. Responsibilities include: 1) selecting music that supports worship themes chosen by the Pastor, drawing upon a range of styles and sources; 2) directing a “small but mighty” choir; 3) playing keyboard music for Sunday and occasional additional services; and 4) securing supply musicians. Although small and of varying musical abilities, the congregation and choir worship vibrantly through diverse genres—including hymns, contemporary songs, praise music, and spirituals—performed by voice, instruments, and video.

The primary instruments at St. James are an Estonia baby grand piano and a 1969 Wicks 12-rank pipe organ. The church also owns a 3-octave set of Schulmerich handbells. Music traditions at St. James include Second Sunday Sing, in which members of the congregation join in singing with the choir for a brief rehearsal before the service, and children singing together and with the choir. Sunday service is at 10:30 a.m., and weekly rehearsal is held after the service. The expected commitment from the Music Director is 10 hours per week.

The position reports to the Pastor and begins September 2018. Salary is \$17,000. See full job description at www.stjamesucc.org. Apply by sending a letter expressing your interest in the position and a résumé reflecting relevant experience to secretary@stjamesucc.org by May 11.

Essential Job Functions, Duties, and Responsibilities

1. For regularly scheduled Sunday morning worship services and additional services, as directed by the Pastor: collaborate on selecting appropriate music, from a variety of traditions and styles, and provide live music and direct the choir. Additional services include Christmas Eve, Ash Wednesday, Maundy Thursday, and Easter Sunrise and Morning, among others.
2. Rehearse choir once weekly, on Sundays, from September through May.
3. Develop, as resources allow, children’s and/or handbell choirs for occasional services.
4. If not available, assist in hiring of substitute musicians (fees to be paid by the church).
5. Collaborate with the Pastor in general planning and leadership of the music program.
6. Be responsible for purchasing all music and music supplies, overseeing the maintenance and repair of church instruments, and hiring instrumental and vocal soloists. Expenditures in this area will not exceed the amount in the congregation expense budget for the current fiscal year.
7. Maintain the music library in an orderly fashion and maintain, at the church’s expense, a suitable number of copies of musical pieces to enable performance.
8. Report copyright use and obtain music licensing as required.

ST. JAMES UNITED CHURCH OF CHRIST

Desired Personal Characteristics and Attributes

1. Value both tradition and exploration of new ways to use music to enhance worship.
2. Demonstrate creativity and flexibility in developing music across a worship series with the Pastor.
3. Possess musical and interpersonal skills to not only accompany but also direct a small choir and work with soloists, instrumentalists, and the congregation, of all ages, who are eager to perform.
4. Enjoy the energy and diversity of collaboration and team work.
5. Desire to belong and be part of a Christian community that values compassion, diversity, honesty, respect, and social justice.

Education and Experience

1. Musical training: piano performance and choral direction required, organ preferred.
2. Experience guiding a range of ages and abilities in making music joyfully.

About St. James

As an inclusive community of love and support, St. James United Church of Christ is a spiritual home for all people to grow in faith and come together in service. Our core values are compassion, diversity, honesty, respect, and social justice. www.stjamesucc.org

April 2018