



ST. PETER'S CHURCH - FOUNDED 1768
THE REVEREND DAVID MICHAUD

St. Peter's Church

115 ST. PETER'S STREET
SALISBURY, MARYLAND 21801-4901
410-742-5118
WWW.STPETERSCHURCH.NET
INFO@STPETERSCHURCH.NET

ST. PETER'S, SALISBURY MUSIC DIRECTOR AND ORGANIST JOB DESCRIPTION

IMMEDIATE OPENING

Summary

The Music Director and Organist is the Principal Musician of the Parish, responsible for St. Peter's Music Ministry. The Director reports to the Rector.

The Music Director and Organist Responsibilities

Administration

1. Collaborate with the clergy and worship committee in initiating, developing and implementing the parish music ministry
2. Oversee the hand bell choir, St. Peter's Choir, music groups and other ensembles
3. Attend staff and worship committee meetings
4. Develop and administer the music ministry budget
5. Organize, order, and maintain the parish music library
6. Supervise music volunteers, staff and contractors
7. Supply information for worship service bulletins, write newsletter articles
8. Chair meetings of the St. Cecilia Guild Committee, oversee the Guild's programs and fundraisers
9. Plan and oversee the organization of special music events
10. Procure substitute musicians as necessary, preparing detailed instructions for them concerning their duties
11. Educate the congregation in music and liturgy

Choir Direction, Repertoire, and Organ Playing

1. Provide organ music (including improvised music) for the Sunday worship services—745am, 9am and 11am; 8am and 10am in the summer—Wednesday noon Holy Eucharist; Holy Days, including all Christmas Eve and Day services, Feast of the Epiphany, Ash Wednesday, Maundy Thursday, Good Friday, The Great Vigil of Easter, Ascension Day, and Thanksgiving Day; and services of Evensong and Compline. Music to be offered includes the playing of a prepared prelude and postlude; supporting hymnody, psalmody, and service music; accompanying and rehearsing anthems, chants and service music with the professional singers and/or choir.

2. Select repertoire for the liturgical year in consultation with the Rector and in cooperation with professional singers and affiliated choral ensembles.
3. Direct the St. Peter's Choir, including the recruitment and auditioning of choir members, preparing and conducting regular rehearsals, maintaining a roster and keeping attendance, maintaining choir vestments, auditioning and engaging soloists and contractual musicians as needed. The St. Peter's Choir does not perform in the summer.
4. Oversee music for all special and occasional services including weddings, funerals, and public events, in consultation with the Rector and in cooperation with professional singers, affiliated choral ensembles, and/or guest artists.
5. Supervise organ maintenance and maintenance of other parish musical instruments and aiding in their purchase as needed.
6. Organist for weddings and funerals in the church as approved by the Rector, work that is in addition to position responsibilities and is compensated with a bench fee, currently \$200 for funerals and \$250 for weddings. Has the right of first refusal. Consults with couples and families on music selection.

Choir School of the Eastern Shore

1. Administer the Choir School as Director of the school and Chair of the Choir School Board, including maintaining roster, overseeing school budget, communications with parents, providing materials and vestments, working with volunteers, ensuring Safe Church certifications.
2. Teach classes twice a week using curriculum from the Royal School of Church Music
3. Direct choir on Sundays, special services and concerts
4. Plan schedule for fall and spring semester to include classes, performances, and outings
5. Encourage and support students in attending summer choral camps

Qualifications for the Music Director and Organist

1. Minimum of a university or conservatory degree in music and experience directing a music program.
2. Specific interest in the English/Anglican tradition for organ and choir.
3. The Music Director and Organist ideally will be an expert musician who appreciates a broad spectrum of musical styles, is familiar with Episcopal Church liturgy and Royal School of Church Music curriculum, and is adept at employing music in support of the worship service.
4. Must be proficient in organ playing, including knowledge in registrations and ability to improvise or provide appropriate incidental music.
5. Must be knowledgeable in choral repertoire and have demonstrated experience in choral conducting and/or working with church choirs.
6. Must be proficient in sight-reading.
7. Competency and interest in contemporary Christian worship music, hand bells and/or choir school preferred.
8. Music Director and Organist is one who views his/her role as a ministry that extends beyond the organ bench and rehearsal room, and understands that they are a vital component of the church's ministry and mission.

9. As a condition of employment, the Music Director and Organist is certified in Safe Church within 90 days of employment and undergoes a background check.

Compensation

The Music Director and Organist is an exempt full-time staff position. The Music Director and Organist receives four (4) paid weeks of annual leave which includes Sundays, with at least two weeks written notice given to the Rector, and arrangements made by the Music Director and Organist for a substitute organist to play and conduct choral music. The Music Director is enrolled in the Church Pension Fund and Church Insurance with the church paying the Director's medical and dental insurance premium. The Music Director, with prior notice given to the Rector, may take up to two weeks a year for Professional Development.

Salary: \$60,000 plus benefits.

TO APPLY:

Send resume, cover letter, and three references by April 17, 2023 to:

Email: info@stpeterschurch.net

Music Director Search
St. Peter's Church
115 St. Peters Street
Salisbury, MD 21801

The Search Committee will be reviewing applications in April.

-March 2023