

THE CHURCH OF ST. MARY OF THE HARBOR

Minister of Music

Part-time, Approximately 10 hours per week

The Church of St. Mary of the Harbor is a vibrant, inclusive faith community. We come from diverse backgrounds, but we've found a home here because we share a common desire: a caring community where all feel welcome. We have a small but dedicated choir, and a number of parishioners who play musical instruments or are retired music directors themselves. The congregation is very appreciative of music and are enthusiastic singers, willing to try new music. The summer community is our largest attendance.

The Music Minister reports directly to the rector and will work closely with him in planning liturgy and worship, and will be responsible for coordinating the music ministry at our church, choosing music, directing the choir, and working with parish musicians.

Compensation will be based on education and experience. A commitment to church work and ministry are a plus, as this position is an integral part of our community worship. Knowledge of Episcopal liturgy and music is helpful. Given the seasonal nature of our community, we are open to non-traditional ways of staffing this position.

Responsibilities:

- Provide organ and piano music with choir each Sunday.
- Choose weekly music and seasonal service music.
- Conduct choir rehearsals on Sunday mornings or as agreed.
- Recruit and develop innovative ways to involve more people in the music ministry.
- Meet regularly with the rector and other worship leaders to plan liturgy and worship.
- Prepare an annual report for the Annual Meeting and prepare a proposed yearly budget.
- Update vestry on the music program and any needs or problems.
- Prepare for and play at other special services during the year: Holy Week services (Maundy Thursday and Good Friday) and Christmas Eve service. Additional services such as Evensong will be compensated separately.
- Play for weddings and funerals as needed or be willing to find a substitute. (Weddings and funerals are paid for by the families and provide additional compensation.)
- Arrange for an organist or pianist when the music minister is on vacation.
- Arrange for and coordinate organ and piano service, tuning, and maintenance.
- Maintain music library.
- Assist with bulletin preparation and proofreading.

Interested candidates should send a cover letter and resume to The Rev. Brian Raiche, at revbrian@stmaryoftheharbor.org or St. Mary of the Harbor, 517 Commercial Street, Provincetown, MA 02657.