ST. MARY'S
EPISCOPAL CHURCH
— BARNSTABLE —

Part-Time Minister of Music
St. Mary's Episcopal Church, Barnstable, MA
Job Description

Music is an integral part of parish life at St. Mary's Church. Under the leadership of the Rector, the Minister of Music (ordination not expected or required) exercises an important lay ministry that reaches out to the staff, choir members, members of the congregation, and the community.

The Minister of Music is the principal musician and music educator of St. Mary's Church, and integral to leading the congregation as we offer our musical gifts to God. S/he will direct the parish choir, and in consultation with the rector, have primary oversight over all musical selections. As appropriate, the Minister of Music will instruct the choir and congregation concerning the music and how the selections relate to our liturgies. They will be diligent in preparation, clear in communication, and will collaborate with others to provide and enable the highest standard of music at St. Mary's.

St. Mary's uses a variety of traditions and styles in worship, and the use of various instruments is expected. The tracker organ at St. Mary's was built in 1986 by the firm of Karl Wilhelm, Inc. as their Opus 109 (Wilhelm's first organ in Massachusetts; for more information, please see our website). We have a harpsichord in the sanctuary and two baby grand Yamaha pianos, one in the sanctuary and one in the parish hall.

Responsibilities of the Minister of Music

- Select and provide organ or piano music, direct the choir, and guide congregational singing at all services, currently scheduled on Saturdays at 5:00 pm—including a monthly Taizé service—and Sundays at 10:00 am. The Sunday 8:00 am service does not include music.

- Provide music for additional services such as Ash Wednesday, Holy Week Services, Advent, Christmas services (including Festival of Nine Lessons & Carols), as well as occasional special events such as Evensong, our 9/11 Remembrance, and Veterans' Day.

- Develop, provide and collaborate on innovative musical experiences while respecting the Anglican tradition. "Outside the box" thinking about our music program as a whole is highly desired.

- May provide music for weddings and funerals for additional compensation, as developed with the rector, and in compliance with the AGO standards (subject to the Minister of Music's availability and willingness).

- Recruit and train new members of the choir and select up to four section leaders. Encourage parishioners to join the choir for special occasions and events.

- Offer one choir rehearsal each week (currently Wednesday evenings) and one pre-service choir warm-up (currently Sundays at 9:15 am) from September through mid-June.

- Recruit a volunteer choir to provide hymn leadership and choral music during the summer months; provide a pre-service warm-up for the "pick-up" choir.

- Purchase all music and supplies. Supervise the maintenance of the music library and ensure all onelicense.net requirements are met.

- Obtain or hire instrumental and vocal soloists, especially for the monthly Taize´ service, weddings, funerals, or other special occasions. Hire a musician as necessary in the absence of the Minister of Music.

- Supervise scheduled maintenance of the organ and pianos and oversee the ongoing necessary care of choir robes.

- Add music selections to all bulletins. Write articles for inclusion in bi-monthly newsletters. Attend regularly scheduled, required staff meetings and quarterly planning meetings with the rector and, as available, meet with appropriate committees.

- May maintain or initiate a music studio at St. Mary's and provide private organ, piano, or voice lessons using church facilities.

- Develop, maintain and report on annual music budget.

In addition to Saturday evening and Sunday morning responsibilities, the Minister of Music is expected to be in the office several times per week to facilitate practice and communication with other staff members and parishioners.

Benefits:

- Pension contribution, but without the provision of health benefits.
- Housing negotiable.
- Salary range - $47,000 up to $54,000 and will be commensurate with education, skill, and experience of the candidate.

To apply, please send a cover letter, resume, and any supporting materials to the Rev. Michael J. Horvath at Michael.Horvath@stmarysbarnstable.org or 3055 Main Street, PO Box 395, Barnstable, MA 02630.