

POSITION DESCRIPTION ORGANIST/PIANIST

TITLE

Organist/Pianist

JOB DESCRIPTION

This position is defined as salary (no overtime), restricted part time. This position is a minimum of nine months (September 1st through May 31st each year). Expectation of attendance is for Sunday Worships Services, rehearsals with the choir or Praise Band and three or four special services to include Ash Wednesday, Maundy Thursday, Good Friday, and Christmas Eve.

PURPOSE

To provide organ and/or piano accompaniment for scheduled worship services and other occasions in support of the music ministry of the church.

SKILLS NEEDED

Primary ability to play the organ.

Secondary ability to play the piano/keyboard.

Ability to sight-read.

Ability to take direction and work as a team member.

Skill of improvisation desired.

ACCOUNTABILITY

Works with the pastor and music director. Receives music selections from the pastor and music coordinator. Receives direction from the pastor and music director and is ultimately accountable to the Session through the Personnel Committee.

Notify the music director a minimum of two weeks prior but as soon as planned absences are known to allow for scheduling of a substitute organist/pianist.

The applicant will be requested to sign forms allowing the church to perform a background check and the applicant to receive favorable results from drug screening.

RESPONSIBILITIES

Rehearse weekly with church choir, Praise Band, and special musicians as scheduled.

Accompany the choir, Praise Band, and special musicians during scheduled worship services.

Support the church's worship environment through the well-prepared execution of music presented by the choir, Praise Band, and special musicians.

Support congregational worship through the accurate leadership of hymns and songs.

Provide assistance in planning, preparing, rehearsing and playing appropriate music for scheduled worship services and other required occasions to support the music ministry of the church.

With input from the pastor and music director: plan, select, and prepare preludes, postludes and offertories.

Provide music for Funeral and Weddings as instructed by Director of Music. Compensation for services will be paid as an honorarium by the family.

Prepare for choir and Praise Band rehearsal times to achieve a high quality music program.

Attend bi-annual staff building sessions held by the pastor.

Attend Worship Ministry Team meetings as requested.

RELATIONSHIPS

Relates to the Pastor, head of staff; Music Director as supervisor; and Praise Band Leader. Works with the Worship Ministry Team as guidance for worship format.

EVALUATION

The personnel committee will prepare a formal annual review relying on input from the Pastor, Music director, Praise Band director, and others as noted under the relationship section as well as a representative sample of the general church membership. The personnel committee will submit formal compensation recommendations to the session annually.

Revised 12 July 2010