

## **POSITION DESCRIPTION**

- TITLE:** Organist/Accompanist (Part-time Position)
- PURPOSE:** To provide organ and other musical accompaniment for the year-round music activities of the church.
- ACCOUNTABILITY:** Accountable to the Pastor/Head of Staff and as may be delegated, to the direction and guidance of the Director of Music.

### **MAJOR RESPONSIBILITIES:**

- A. Play the organ and piano accompaniment and special music at regularly scheduled worship services.
  - 1. Provide appropriate prelude and postlude music.
  - 2. Select and play music interludes and offertories, on request, in consultation with the Director of Music.
- B. Provide accompaniment for the Sanctuary Choir, soloists, or other choirs as needed and developed.
- C. Provide accompaniment for special music programs and special rehearsals.
- D. Provide accompaniment for weddings and memorial services. (Pay is in addition to regular salary.)
- E. Provide music information for bulletin by Wednesday evenings.
- F. Spend time getting to know people of the congregation. Be a part of Sunday fellowship following services.
- G. Provide accompaniment for special worship services of the church calendar year: Ash Wednesday, Maundy Thursday, Thanksgiving Eve, Christmas Eve, and other services planned by the congregation.

### **RELATIONSHIPS:**

- A. Relate directly to and work in close cooperation with the Pastor/Head of Staff and the Director of Music.
- B. Relate to the Pastor/Head of Staff and other program staff as a colleague and comrade in ministry.
- C. Meet regularly with the Director of Music and Pastor.
- D. Assist in arrangements for replacement during vacations or other absences.

## **EVALUATION AND EXPECTATIONS:**

- A. The Organist/Accompanist shall maintain a program of self development and growth in expertise in the areas of organ and piano accompaniment.
- B. The performance goals and work objectives shall be reviewed by the Pastor/Head of Staff on a quarterly basis and by the Pastor/Head of Staff and Session's Personnel Committee on an annual basis.
- C. The Personnel Committee will annually review the adequacy of the position's compensation, and shall recommend changes to the Session prior to the adoption of the annual General Mission budget.

## **SPECIAL QUALIFICATIONS:**

In addition to having the professional competence and expertise to successfully accomplish the responsibilities listed above, the Organist/Accompanist is expected to have the following:

- A. experience in worship and sacred music accompaniment;
- B. the ability to communicate with associates and musical participants;
- C. the ability and willingness to work as a team member to enhance the musical ministry of the church; and
- D. the ability to express feelings and opinions openly and honestly and maintain an enthusiastic, positive and friendly attitude.
- E. experience in choral conducting and section leadership preferred.

It should be understood that this is not intended to be a detailed nor comprehensive description of any individual employee's job content. Managers set the specific duties and responsibilities for each employee.