



JOB POST

Part-time Director of Music Ministry

Start Date: September 1, 2024

Summary: Ascension's Director of Music expresses this community's faith through music. The Director of Music builds community in the choirs, engages the Episcopal ethos and tradition, and strengthens our fine arts liturgical music tradition through singing, instrumental and organ playing; music planning; choral conducting; supervision and pastoral care of paid and volunteer musicians; and administrative duties related to the same. Supervised by the rector, she/he/they work(s) closely with the musicians, online worship crew, and rector, who, as a team, provide the leadership of the worshipping life of the Episcopal Church of the Ascension in Magnolia, Seattle.

Responsibilities: An average of 18 hours a week, to include:

1. As organist and choir director, lead music at the 10:15am Sunday Mass weekly and the occasional evening liturgies (Maundy Thursday, Good Friday, Great Vigil of Easter, Christmas Eve).
2. Plan all music used by the congregation, adult and children choirs and other musicians based on the lectionary readings. Obtain and report permissions (from One License, St. James Music Press). Use current best practices for liturgy planning, rehearsals and performances in the Episcopal tradition.
3. Hold weekly choir rehearsals, Thursday at 7pm, from the 2nd Thursday in September through mid-June, as well as Sunday morning pre-service rehearsals. Schedule rehearsals with other musicians as needed.
4. Prepare seasonal book for choirs.
5. Email music information promptly to Parish Administrator to be reviewed the edited and printed in Sunday's bulletin,
6. Arrange for substitute musicians when needed after consultation with the Rector.
7. Maintain all instruments, including the Paul Fritts organ, the sanctuary grand, three upright pianos, harpsichord and Schulmerich handbells.
8. Responsibly manage the Music Ministry Budget, which includes 4 paid section leaders, children's choir director and accompanist, monies to hire instrumentalists, instrument maintenance on organ, supplies, and licensing.
9. Hold regular conversations with the Rector for planning purposes,
10. Attend Tuesday monthly staff meetings at 1pm (on Zoom),
11. Meet occasionally with online worship team to discuss the experience of worshipping at home,
12. Be visible and connect with congregants regularly at coffee hours following the 10:15am worship service,
13. Participate in fund raising for the music program as necessary.
14. Maintain current certification for Safeguarding God's People and Safeguarding God's Children or the equivalent Diocesan boundary training requirement.

Compensation

\$34,000 Annually

Apply: Send resume and letter of interest to the rector at heather@ascensionseattle.org

Application is open and will **close April 28**. Interviewing occurs in May.



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