

ST. MATTHIAS AND ST. LUKE ANGLICAN CHURCH

Diocese of New Westminster, Anglican Church of Canada

Position Description

Position Title: **Music Director**

Summary: The Music Director, working in conjunction with the Parish Priest, oversees all musical aspects of worship for all regular and special worship services. Music is an important part of worship at St. Matthias and St. Luke, intimately connected to the whole life and mission of the parish. The focus of our music ministry is to give glory to God by teaching, leading, encouraging, and fostering growth in Christ through music. The successful candidate will be able to draw out and develop the gifts of this congregation of mixed musical confidence and abilities.

Currently, the congregation celebrates Holy Eucharist on Sundays at 10:30am, incorporating four hymns and some service music from the bilingual (Chinese-English) *Hymns of Universal Praise* and English-language *Common Praise*. Singing is accompanied by a Yamaha C3 grand piano and a Rogers electric organ. We hope to continue to develop a dynamic and creative music program that builds on our existing foundation and that incorporates both traditional and more modern elements. We envision a music program that is representative of our community, nurtures our members' spiritual lives, and that will be appealing to newcomers and be an integral part of our evangelism efforts.

The demographics of our surrounding community reflect a growing number of Mandarin-speaking immigrant families and college students, and our current congregation is a mix of recent and long-time Chinese immigrants, as well as born-and-raised Canadians from a variety of backgrounds. The successful candidate will be comfortable in a multi-lingual, multi-cultural context and be able to develop a music program that reflects this diversity.

Responsibilities:

- Select liturgically and pastorally appropriate music for all worship services, in consultation with the Parish Priest. The Music Director gives input into the planning of most parish liturgies.
- In a timely manner, provide music selections and information for weekly church bulletins.
- Lead and accompany music for worship on organ and piano, and other instruments if applicable.
- Assess and monitor the musical skill level of the congregation, with an eye to helping members develop their musical gifts in the midst of community.
- Teach the congregation new hymns and provide introductions to new music genres as appropriate.
- Develop and maintain the parish music library.
- Supervise the care of all musical instruments and related equipment.
- In consultation with the Parish Priest and other leadership, develop music ministry beyond Sunday worship in ways to be determined.
- The Music Director has the right of first refusal to play music at weddings and funerals for remuneration. He/She will assist with music selection and arrange for musical accompaniment for these services.
- Prepare and submit an annual budget and an annual report for the music program.
- Arrange for capable substitute musicians, when necessary.

Qualifications/Requirements:

- Professed, demonstrated, and committed Christian faith; knowledge of and experience in the Anglican Church is an asset.
- Strong, innovative leader with significant organizational skills who can nurture the musical talents of the parish and develop new music initiatives
- Skilled keyboard musician playing organ and piano. Competence with other instruments an asset. A Bachelor of Music degree is preferred.
- Experience in leading and teaching modern forms of musical worship, as well as more traditional hymnody. Proven ability to form, rehearse, and direct a choir is preferred.
- Strong vocal ability, suitable to lead a choir or congregational singing
- Ability to work independently and to be a collaborative team player as needed
- Demonstrated ability to relate effectively with people from diverse backgrounds, including those with cultural, linguistic, and theological differences; an appreciation of the value of creating spaces that are welcoming to this diversity.
- Fluency in spoken and written English required. Knowledge of spoken and written Mandarin or Cantonese is an asset.
- Knowledge and appreciation of Anglican liturgy is an asset, as is a willingness to receive mentorship from Anglican musicians if coming from another faith tradition.
- Complies with screening requirements according to the Screening in Faith policy of the Diocese of New Westminster, including submitting at time of hire a current Police Record Check with Vulnerable Sector search obtained within the last 12 months.

Time Required: 4 - 8 hours per week. Primary hours will be at Sunday morning worship services, with other hours to be scheduled with the Parish Priest and Wardens.

Additional Specifications:

- \$23 - \$29 per hour, based on experience, paid biweekly.
- Paid holiday of 2 weeks per 12-month period, including a total of two Sundays off per year. Statutory holiday paid only if it is on a work day.
- Compassionate/Bereavement Leave: in consultation with the Parish Priest or Wardens
- The position reports to and takes direction from the Parish Priest and is accountable to the Parish Priest and the Wardens.
- The Music Director will meet regularly with the Parish Priest to establish work plans, supervision, training and support. Conflicts/grievances will first be dealt with the Parish Priest or with the Wardens.
- The position will begin with a probationary period of 3 months, ending with a mutual review. Annual reviews will be scheduled thereafter with by the Parish Priest and Wardens
- Termination of Employment: Unless dismissed for cause, two weeks' notice will be given for termination of this contract, by either party. No termination pay, beyond employment standards legislation, will be given at the end of employment.

All qualified applicants—women *and* men—are encouraged to apply. Please submit a cover letter and resume, attn: The Rev'd Vivian Lam, to office@stmstl.org, and with the subject line "Music Director position" by **September 1, 2015**. No phone inquiries please.