



St. Mary's KERRISDALE

ORGANIST/DIRECTOR OF MUSIC (3/4 time)

Church: St. Mary's Kerrisdale Anglican Church

Location: Vancouver, BC

Start Date: September 2025 (or earlier, if available)

Application Deadline: Open until filled

POSITION OVERVIEW

St. Mary's Kerrisdale, a vibrant Anglican parish in Vancouver, seeks a $\frac{3}{4}$ -time Organist/Director of Music to lead and grow our diverse music ministry. This is a central liturgical leadership and pastoral role involving collaboration with clergy, staff, volunteer and professional musicians, and the broader community. The successful candidate will be rooted in Anglican liturgical tradition while also welcoming a variety of musical styles.

We are open to flexible staffing possibilities, including a job share between Organist and Music Director.

CURRENT MUSIC PROGRAM & CAPACITY FOR GROWTH

St. Mary's has a long history of offering multiple worship services, each with its own distinct liturgical style. Our volunteer choir is supported by paid section leads, allowing us to maintain a high standard of music. In recent years, we have offered Evensong or another seasonally appropriate liturgical or musical service at 4:00 p.m. on the first Sunday of the month, complementing our more intergenerational and casual *Spirit Sunday* service at 10am. The third Sunday of the month worship has leaned "higher church" offering a choral mass setting and additional choral anthems. This approach reflects our ongoing efforts to honour the diverse liturgical sensibilities within our community.

The music ministry is supported by:

- A 3-manual 1964 Casavant organ (well-maintained)
- A baby grand piano in the sanctuary
- A full set of handbells
- Newly renovated choir room

We are hoping to have a new Organist/Director of Music in place by the beginning of the program year in September, to provide a smooth transition for our music program and worship.

CHARACTER TRAITS

- High level of integrity and professionalism
- Strong interpersonal skills, desire and ability to build community.
- Team player
- Attention to detail

CORE RESPONSIBILITIES

1. Worship
2. Staff/Community Life
3. Development
4. Administrative
5. Funerals/Weddings

1. WORSHIP

- Select music for Sunday worship services and additional services as appropriate, in consultation with the Clergy
- Schedule and lead weekly rehearsals of the choirs (adult, children, bell, other)
- Put in an appropriate amount of rehearsal time to provide high quality organ experience for worship
- Arrange instrumentalists for Holy Days as budgeted for, organize rehearsals for and provide timely payment to musicians and singers through office procedures
- Arrange for organ and piano maintenance with a qualified organ and piano repair person as needed.
- When absent, arrange for qualified substitute organist for church services and notify the Rector/Priest in Charge in advance.
- Facilitate congregational singing and worship through the excellent execution of hymns and liturgy.
- Encourage the musical talents and participation of members of the congregation through organizing and coordinating special musical offerings, including soloists, instrumentalists, and small ensembles, this may include bell or cherub choirs, depending on the applicants' gifts and interests.
- Update bulletins, prepare bulletins for special music offerings. Demonstrated competency in Microsoft word necessary

2. STAFF/COMMUNITY LIFE

- Participate in regular (currently weekly) staff meetings and staff development/social gatherings(approximately four annually).
- Participate in the life of the parish as discussed with the Rector; this may include events such as Neighbourhood Halloween, Parish Cleanup Day, Open House and Parish Picnic.
- Foster and encourage the social life of the choir, including choir parties and other such events.
Provide appropriate pastoral care to members of the choir and share with the clergy as needed.

3. DEVELOPMENT

- Ability to professionally network and collaborate with colleagues.
- Familiarity with marketing and sales
- Desire and motivation to work with Clergy and volunteers to build a financially sustainable music program
- Cultivate a music/performance series or similar community offering to develop the music program at St. Mary's.
- Explore the feasibility and development of RCSM or similar program for young choristers

4. ADMINISTRATIVE

- Purchase all music, supplies, equipment, and supervise instrument maintenance
- Oversee filing and maintenance of music library
- Oversee the care of choir robes
- Attend staff meetings (weekly) and worship committee meetings (as they occur)
- Develop and monitor the annual budget
- Contribute articles for publicity/communication purposes
- Write annual report for Vestry meeting
- Plan a calendar of music activities and coordinate promotions accordingly

5. FUNERALS/WEDDINGS

- The Organist/Director of Music shall provide music, if required, for all weddings and funerals in the Church and is entitled to be paid a minimum fee (outside their salary and work hours). The Organist shall be entitled to their fee regardless of whether an outside organist is brought in for the event. St. Mary's is a family parish for many, and on average we have between 30-40 funerals annually requiring musical support.ⁱ

DESIRED QUALIFICATIONS AND SKILLS

- A deep understanding of, enthusiasm for, and experience with intergenerational choirs—excelling in music from the Anglican and English choral traditions, while embracing diverse cultural and contemporary styles.
- Demonstrated professional-level musical talent, supported by formal training and experience.
- Theological sensitivity and the ability to integrate music meaningfully into worship, including familiarity with Anglican liturgy.
- Excellent interpersonal and communication skills; able to engage warmly and effectively with clergy, staff, choir members, guests, and the wider congregation.
- Skilled in teaching music theory and vocal technique, and in selecting appropriate service music, hymns, and anthems (in consultation with clergy).
- Passionate about working with both volunteer and professional singers, with energy for recruitment, inclusion, and community outreach.
- Willing to collaborate closely with clergy for choral service preparation and offer vocal coaching and support as needed.
- Mastery of organ performance and choral direction, with experience in:
 - Developing youth choirs and integrating them into parish music life
 - Promoting the music ministry in the broader community
 - Collaborating with external choirs and planning joint or off-site concerts
 - Organizing potential choir trips locally or abroad
- Comfortable working in collaboration with a Music Committee to support and achieve strategic goals.
- Willingness to assist our team with grant writing to fund music-related initiatives.

ACCOUNTABILITY

The Organist/Director of Music is responsible to the Rector (or other Priest in charge), indirectly to the Church Wardens and Treasurer.

COMPENSATION & BENEFITS

This position is year-round $\frac{3}{4}$ time position, 30 hours per week, with the possibility of additional hours as arranged.

Salary range is commensurate with experience and in line with Royal Canadian College of Organists pay guidelines (\$48,000-\$70,000). Relocation reimbursement may be discussed.

3 weeks of vacation in addition to statutory holidays (required-to-work Stat holidays will be transferred to the following week).

The employee may join the Diocesan Lay Workers Benefits Plan (includes MSP, Dental, Extended Health, and pension benefits)

TIMELINE

July 11, 2025	Position Closed
July 18, 2025	Applicants notified of next steps
September 14, 2025	Start date (negotiable)

APPLICATION

Email of interest, resume, and additional credentials to the Rector, Lindsay Hills at lindsay@stmaryskerrisdale.ca with “Organist/Director of Music” in the subject line.

Please CC office@stmaryskerrisdale.ca with materials.

Because of the tight turnaround candidates are encouraged to submit three recordings with their application, for committee’s preliminary consideration:

1. Organ Prelude/Postlude
2. Piano Piece
3. Choice piece

ⁱ The minimum fee for funerals/weddings is \$150 and the maximum is presently \$250, depending on the services needed. This may be reevaluated with the Rector at any time.