

Job Description

Music Director

St. Paul's United Church
Sidney, British Columbia

The successful candidate will demonstrate abilities in the following areas:

- Music and technical skills to accompany and play the piano to a high standard.
- Collaboration skills to work closely with others.
- knowledge and experience of traditional and contemporary styles of music as well as significant knowledge of and experience with church music.
- An understanding of and commitment to the values of the United Church of Canada.
- Experience and skills as a choir director.

1. Duties will remain flexible and will include:

- Provide music for the worship service at St. Paul's United Church for Sunday worship as well as any weekday service (eg. Christmas Eve, Holy Week, etc)
- The Music Director must practice and familiarize themselves with all the music
- From time to time, in consultation with the minister, invite guest musicians or other artists from the community as appropriate. (All other musicians will be subject to separate contracts)
- Select and prepare appropriate prelude and postlude for each service as well as some other music for times in the service, such as communion, during offering etc. Hymns will be selected by the minister.
- Accompany a soloist or singers in a given service.
- Attend to all copyright obligations on behalf of St Paul's by regularly reporting to Licensing.
- Operate within the approved Music Budget of the Church and follow established administrative procedures.
- Oversee the maintenance of the musical instruments in the Church, eg piano tuning and basic care.
- The Music Director will be invited to contribute articles and items of interest for the Church newsletter and weekly bulletins from time to time.
- During times when the St. Paul's Choir is assembled, additional hours will be negotiated to facilitate choir rehearsals.
- The Music Director may have access to the sanctuary for practice, provided that the church calendar had been consulted through the church office.
The sanctuary has a grand piano and is a venue for classical and folk concerts and other community events. The church hall has an upright piano for Sunday rehearsals.

2. **Church Choir**

- Currently there are 6-8 members. Prior to Covid our choir consisted of 15-20 members who met weekly on Thursday evenings during September to May to rehearse hymns, anthems, and other music for Sunday services. They also met for a short Sunday morning rehearsal prior to the service.

3. **Accountability**

- The Music Director is accountable to the Ministry and Personnel Committee (M&P) who works on behalf of Church Council for personnel (staff and contractors) matters.
- The Music Director will work with the Minister each week to achieve the overall musical needs for worship.

4. **Hours & Remuneration**

- The position will commence on 1st September 2022 at a rate recommended by the Royal Canadian College of Organists, depending on the candidate's qualifications and experience.
- The position will require an average of 4 (four) hours per week to begin with: A weekly meeting on Thursdays with the minister, and Sundays from 9.30 -11.30am.
- When the choir is active, additional hours will be negotiated between the Church and Music Director to the limit of 8 (eight) hours per week.

“Celebrating God’s love, St Paul’s welcomes all and seeks to grow
in faith, love and service to others”