

Grace Church, Scarborough invites applications for the position of **Interim Director of Music**.

The position involves an average of 10-12 hours of work per week beginning **October 1<sup>st</sup>, 2022**.

**Objective:**

The Music Director will ensure worship services are enhanced through the use of music (instrumental and choral) so that the congregation is encouraged to participate.

**Duties:**

- Direct the music for the 11 a.m. Sunday worship services: conduct the choir and provide musical accompaniment on the keyboard/piano.
- Conduct choir rehearsals every Thursday evening (preferred) from 7:00 p.m. to 9:00 p.m., and at 10:00 a.m. on Sunday mornings before the service.
- In consultation with the incumbent, select appropriate hymns and anthems for all services and seasons.
- Upon request, provide music for all weddings and funerals, which carry additional honorarium.

**Ideal candidates will possess the following:**

- Availability beginning October 1, 2022, or ASAP. This is a 3-month contract, ending December 31<sup>st</sup>, with possible extension/permanent employment. (*We will be looking to hire a permanent Music Director once our new rector has been appointed*).
- Experience with Christian music leadership, ability to integrate a variety of musical styles into worship in support of specific themes.
- Competency on the keyboard/piano, both as a collaborative musician, to support hymn singing and accompany the choir/soloists and as a soloist to offer repertoire for postludes/preludes.
- Experience and enthusiasm for choral leadership.
- Well-developed interpersonal skills, ability to collaborate with a community of staff and volunteers.
- Preferred: familiarity with Anglican Church of Canada tradition, worship and music.

**Instrument(s):** Korg V3 Pro Trinity Music Workstation DRS, Model TRI V3Pro; Yamaha Upright Piano, Model U1F PDAW; Kawai KDP90 digital piano for the practice space.

For more details please see the attached Narrative Job Description.

**Compensation:** Based on RCCO salary guidelines.

**Applications:** A cover letter and resume should be submitted by e-mail to: [communications@gracechurchscarborough.com](mailto:communications@gracechurchscarborough.com)

## **JOB DESCRIPTION –DIRECTOR OF MUSIC**

Grace Church, Scarborough Anglican Diocese of Toronto

During the year, the Interim Director of Music will shape their ministry in the following areas:

### **Musical and Liturgical Planning – 35%**

- Preparation of annual Parish Planning Calendar
- Long-range planning for Church Year with Rector
- Seasonal planning with Rector
- Research and choice of music (hymns, songs, psalmody, service music), both traditional and modern, for all services
- Arranging and composition of music for choir and instrumentalists
- Reproduction and purchase of music for choir and parish
- Preparation of advance weekly service lists for Rector and Office Administrator
- Music processing of congregational music for weekly leaflet / PowerPoint
- Proof-editing of weekly leaflet / PowerPoint
- Preparation, arranging and composition of music for visiting musicians
- Long-range and seasonal planning with Children's Ministry Team
- Recruitment of musicians and new choir members.
- Preparation of seasonal choir schedules
- Preparation of weekly choir service lists
- Planning of other special services and concerts
- Planning of annual choir workshops and other teaching opportunities
- Recruitment and supervision of substitute musicians

### **Rehearsals and Services – 50%**

- Two weekly choir rehearsals (Thursday and Sunday)
- One weekly Sunday service: 11 a.m.
- Other services and rehearsals as required (e.g. Holy Week)
- Rehearsals with visiting musicians and young musicians.

### **Community Engagement – 5%**

- Establish patterns of interaction with the church community

### **Administration – 10%**

- Maintenance of choir library
- Regular reporting to parish licensing agent (i.e. CCLI)
- Weekly consultations with Parish Administrator
- Communication with choir members
- Preparation of required reports.
- Supervision of use of keyboard and piano
- Assist in operating and setting up sound and live-streaming equipment.