

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

The position involves an average of 12 hours of work per week beginning **November 1st, 2022, or as soon as possible.**

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) at 7:00 p.m., and 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 November 1, 2022, or as soon as possible. This is an initial 1 year contract, with possible renewal.
- 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.

Hours of Work: 12 hours per week.

Required Date: November 1st, 2022 (or as soon as possible).

Closing Date: Until position is filled.

Applications: A cover letter and resume should be submitted by e-mail to: communications@gracechurchscarborough.com

JOB DESCRIPTION –DIRECTOR OF MUSIC

Grace Church, Scarborough Anglican Diocese of Toronto

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

Musical and Liturgical Planning – 45%

- 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 worships and other teaching opportunities
- Recruitment and supervision of substitute musicians

Rehearsals and Services – 40%

- Two weekly choir rehearsals (Thursday evenings and Sunday mornings)
- 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.