

# St. Andrew's Episcopal Church

The Rev. Kathy Monson Lutes, Rector

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## Job Description

Job Title: Music minister

### Job Purpose:

- + To lead people in the worship of God through music:
- + To promote the ministry of the people of God at St. Andrew's Episcopal Church in all aspects of it's life:
- + To support the identity, mission, and program of the congregation:
- + To serve as an example of Christian living and do all that is possible to further advance the spreading of the Gospel in the community and the world.

### General description

- + Have a love for God and God's people:
- + Musically talented:
- + Liturgical:
- + Visionary:
- + Flexible and broad-minded concerning music.

### Expectations

- + Active participant in worship committee, music team, and as staff:
- + Take the initiative in music selection and selection of all musical offerings:  
*CANON AND RUBRICS Title II, Canon 5:"... It shall be the duty of every Member of the Clergy to see that music is used as an offering for the glory of God and as a help to the people in their worship in accordance with the Book of Common Prayer and as authorized by the rubrics or by the General convention of this Church. To this end, the Member of the Clergy shall have the final authority in the administration of matter pertaining to music. Together they shall see that music is appropriate to the context in which it is used."*
- + Active in forming a singing church:
- + Professional conduct:
- + Participate in continuing education.

### Specific responsibilities

- + Sunday mornings
  - + Preparation for Sunday mornings, rehearsal and practice:
  - + Build relationships.
- + Seasonal
  - + Advent evening
  - + Thanksgiving (ecumenical service about every three years)
  - + Christmas eve 4 and 9 (or 9:30), including Christmas pageant
  - + Christmas day
  - + Epiphany evening
  - + Ash Wednesday
  - + Lent evening
  - + Holy Week every day (ecumenical Good Friday about every three years)
  - + Easter Vigil
  - + Easter day
  - + Vacation Bible School
  - + St. Andrew's feast day (Nov weekday evening)
- + Other offerings
  - + Wed @ St. Andrew's (2<sup>nd</sup> and 4<sup>th</sup> Wed of months during school year)
  - + Funerals and weddings to be negotiated
  - + Other offerings as delegated

#### Organizational relationship

- + All ministers are responsible to the Rector:
- + Lay and clergy ministers work together to plan and implement program, and to invite, equip and empower volunteers as well as to delegate.

#### Requirements

- + Safeguarding God's Children training will be required
- + Background check required

#### Remuneration

Approximately \$8,000.00/yr. Some seasons of the year are much more intensive than others.

#### Evaluation

Evaluation at 3 months, and then yearly ministry review.