

# **St. Thomas Lutheran Church Bloomington, Indiana**

## **Job Description Organist and Director of Music**

**SUPERVISOR:** Senior Pastor  
**STATUS:** Part Time  
**FLSA STATUS:** Non-exempt  
**EFFECTIVE:** June 15, 2022

### **About Us**

Saint Thomas Lutheran Church is a Christ-centered community that lives, shares, and celebrates God's grace with all people. St. Thomas has a public commitment to welcome, include, and celebrate lesbian, gay, bisexual, transgender, queer, intersex, and asexual (LGBTQIA+) people. Please [see our vision and values statements](http://www.stlconline.org) at [www.stlconline.org](http://www.stlconline.org) for more details.

St. Thomas values diversity and does not discriminate on the basis of race, gender, national origin, age, sexual orientation, disability, or genetic information. All employment is decided based on qualifications, merit, and congregational need.

### **Job Summary**

The Organist and Director of Music provides creative and meaningful music leadership for the worship life of the congregation. Plays at all worship services of the congregation. Selects hymns and liturgical settings in coordination with the Senior Pastor. Supervises the Adult Choir Director and Children's Choir Director to enhance worship through choral and special music. Provides leadership for Worship and the Arts Concert Series. Mentors and directs hired musicians in coordination with the Adult Choir Director.

### **Essential Functions**

- Selects hymns, liturgical settings and pieces, preludes and postludes, and any other appropriate music for all worship services from a variety of styles and traditions in coordination with the Senior Pastor.
- Plays at all worship services of the congregation--primarily on organ and occasionally on piano--including all Sundays, holidays, Advent and Lenten midweeks, and all other special services. If unable to play, provides a substitute.
- Leads and inspires choir members, musicians, and all members of St. Thomas Lutheran Church.
- Provides for the maintenance of the organ, piano, and other instruments.
- Supervises the Adult Choir Director and Children's Choir Director.

- Prepares for and accompanies rehearsals of the Adult Choir, in coordination with the Adult Choir Director.
- Assists the Adult Choir Director in the selection of a seasonal choir repertoire, including all Sundays at which the choir sings and bi-annual concerts.
- Creates a seasonal repertoire of solo and/or special music to be offered at services where the Adult Choir does not sing.
- Advises the Children's Choir Director on appropriate selection and schedule of the Children's Choir. Coordinates rehearsals and performances of the Children's Choir with the Children's Choir Director and the Minister of Youth and Christian Nurture.
- Plans and produces, in coordination with the Adult Choir Director, two Adult Choir Concerts and up to one additional concert in the Worship and the Arts series.
- Hires musicians, in coordination with the Adult Choir Director, such as section leaders or additional musicians for concerts and festival worship services.
- If unable to fulfill duties for a given service or rehearsal, finds an appropriate substitute.
- Maintains the Music Library of St. Thomas Lutheran Church.
- Attends all staff meetings and meetings of the Worship Committee.
- Sets honorarium schedule and best practices for weddings and funerals; plays at funerals or finds a substitute; plays at weddings or provides a referral and approves substitutes.

## Minimum Qualifications

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- Bachelor's degree in music (or equivalent)
- Experience leading congregational worship; minimum three years, preferred
- Demonstrated leadership skills
- Experience with or coursework in sacred music; experience with Lutheran (ELCA) worship preferred

## Physical Requirements

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- Communicating with others to exchange information
- Noisy environments
- Moving items greater than 50 pounds
- Ability to work in tight spaces

## Core Competencies

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- **Worship Leadership.** Designs and facilitates relevant and inspiring worship music; promotes the experience of the sacred through music and art; crafts worship that reflects the lectionary or chosen theme as applicable to the local context; creates liturgical moments that embraces and supports the work of the people in worship.
- **Expert music skills.** Prepares for rehearsals and performances. Imparts knowledge and love of music to others. Understands own technical growing edges and continually works toward mastery. *Knows or commits to growing in understanding of Lutheran liturgical and musical tradition.*
- **Creativity.** Selects appropriate hymns and liturgical settings; selects appropriate anthems and special music. Takes acceptable risks to enhance and grow the congregation's musical and devotional life.

- **Motivating Others.** Creates a climate in which volunteer and hired musicians, choir members, music staff, and members of the congregation want to do their best; motivates and empowers others; invites shared input and decision making; makes each individual feel that his/her/their work is important.
- **Manages and develops musicians.** Provides direction, gains commitment, facilitates change and achieves results through the efficient, creative, and responsible mentorship of the worship staff, volunteer choir members, hired musicians and musicians within the congregation. Engages people in areas of giftedness and passion.
- **Informing others.** Uses good written and verbal communication skills to provide the information others need to know to perform well. Is timely and transparent in the sharing of information.
- **Personal resilience.** Effectively copes with change and uncertainty. Can manage last minute changes. Can decide and act without having the total picture. Is flexible.

## **Working Hours**

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- This is a salaried, part-time (20 hours/week) position.
- Employee is expected to arrange compensatory time.
- Employee is expected to attend all Sunday and seasonal midweek worship services and all Thursday evening choir rehearsals.