



Position Title: Organist

STATUS: Part-time, salaried

HOURS: 315 Hours per Year (6.3 hours avg. / wk. for 50 weeks) Services are scheduled weekly. Other events as scheduled. Based on 52 weeks with 2 weeks leave per year. Individual practice time included in responsibilities is at Organist discretion.

BENEFITS: Two Weeks Annual Leave. Salary \$12,852.00 annually paid twice per month.

Position Summary:

Accountable to the Director of Music Ministries, the Staff Parish committee, and the Pastor. The Organist plays the organ and piano in musical programs of the church. Cooperate fully with the Director of Music Ministries in all matters pertaining to the musical program of the church. Inform Director of Music Ministries and Pastor of any scheduled absences as soon as possible. One month in advance would be the minimum time for advance notice. In dealing with children and youth, maintain good communication with parents. Show respect and courtesy to all staff members, church members, attendees and visitors, and work for the good of the church.

Position Responsibilities:

- Play the organ /piano for Sunday worship services
- Play the organ /piano for Revival services
- Play the organ /piano for all Easter services
- Play the organ /piano for all Christmas services
- Play the organ /piano for any other services such as funerals, or as listed by the Director of Music Ministries for the year as announced at music staff planning meetings.
- Play the organ/piano for all scheduled practices for all musical performances
- Attend any required staff meeting scheduled by the Staff Parish Relations committee or the Pastor
- Attend planning meetings for the music staff set up by the Director of Music Ministries
- Perform routine organ user maintenance and report to the Director of Music Ministries and Staff Parish committee on the condition of the organ and the pianos.
- Perform other tasks related to the music program as assigned.

Skills and Qualifications:

- Position requires talent and skill in playing the organ and the piano. Music training is desirable.
- Experience playing music programs in other churches or related field is desirable.



- This person must be mature and sensitive in working with all members of the congregation and church staff.

Orientation after Hire:

I have received a copy of this job description which has been thoroughly reviewed and acknowledged during orientation as the requirements of this position.

Employee: _____ Date of Hire: _____ Start Date: _____

Signatures:

Employee/Date:

Pastor/Date:

SPRC Chair/Date: