

Ministry: Organist and Choirmaster
Trinity Episcopal Church
320 W Main St
Danville KY 40422
859.236.3374
office@trinitydanville.org

Reports To: Rector

General Job Description: The Organist and Choirmaster coordinates service music and directs the choir for all Trinity Episcopal Church worship services under the supervision of the Rector. In addition, they work closely with the Worship Committee in the development of ministry goals, plans and programs. Lastly, the organist works with the Rector to consult with families for funerals, memorial services, and weddings.

Terms of Service: This is a salaried position commensurate with degree and experience. Payment or honorariums for funerals, memorial services and weddings are arranged with the families.

Job Description Overview

- Consult with Rector and attend regular meetings with the Rector.
- Collaborate with the Worship Committee to plan worship and develop goals, plans, and programs.
- Coordinate music for Sunday services and any other additional services including learning and reviewing music, and teaching music to the choir or other musicians. This includes preludes, postludes, hymns, and offertory anthems for one service on Sunday mornings.
- Coordinate with the office for bulletin preparation in each week.
- Direct the musical portions of the services.
- Develop and supervise the music budget.
- Recruit, train and supervise choir for regular Sunday worship and any special services or programs.
- Be responsible for the maintenance of the organ, piano and harpsichord.
- Learn and adapt choir and solo accompaniments, and provide transpositions when required.
- Organize and maintain the music library including selecting and ordering new music.
- Audition, engage, and rehearse soloists and instrumentalists as needed.
- Maintain keyboard skills.
- Plan and schedule music for special programs.
- Consult with families for funerals, memorial services, and weddings.
- Rehearse with soloists and instrumentalists prior to occasion.
- Write for church publications and manage publicity.
- Arrange for substitutes.
- Attend meetings with the Vestry when necessary for appropriate staff consultation.

Qualifications: Competency in church organ and piano. Knowledge of choral music and hymns from both classical and contemporary composers. Experience as a church organist and/or familiarity with liturgical worship are desired but not required.

Other Factors:

The position is required to take Prevention of Sexual Misconduct and Harassment training and submit necessary papers for a criminal background check.

Trinity Episcopal Church, Danville, KY

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www.trinitydanville.org

Part-time. Serve as principal organist/pianist and choirmaster for 1 weekend liturgy, major feast days, funerals, and other sacramental liturgies. Weddings contracted separately. Experience in liturgical tradition recommended. Salary commensurate with education and experience. Start time negotiable. Send cover letter, résumé, and references to The Reverend Amy Dafler Meaux, Rector, revmeaux@trinitydanville.org