

Job Description – Organist/Pianist
St. John's Lutheran Church

General Statement of Duties: Play the organ and piano for all musical aspects of our scheduled times of worship. Practice the liturgy and all hymns with the choir prior to all worship times.

Accountability: Direct accountability is to the Senior Pastor. Ultimate accountability is to the members of the congregation with direct reporting to the Personnel Committee (as representatives of the congregation) with input from the Worship and Music Committee.

General Job Functions

Accessible to other staff and congregation members.

Build positive trusting relationships within the congregation, serve as mentor, role model, and advisor to all those participating in the music ministries of St. John's.

Specific Job Functions

The organist/pianist is responsible playing of selected music; scheduling and conducting of rehearsals with the choir:

The selected liturgical setting, hymns, anthems, prelude and post-lude for worship, special worship during advent, lent, and Holy week.

Provide accompaniment for special services and/or activities when possible.

Required Knowledge, Skills and Abilities: Possess a strong faith and serve as a positive Christian role model; knowledgeable of Lutheran liturgical practice, excellent communication skills, have a love for music and worship, tact, courtesy, and works as part of a team.

Education and Experience: Bachelor's degree in music or equivalent experience.

Employment Conditions

1. This position is considered hourly part-time. These hours are flexible, but accountable to the personal committee of the congregation.
2. Playing for funerals is desired. Compensation for funerals is \$150.
3. Weddings are upon request of the wedding party. Wedding compensation is between the wedding party and the musician.
4. Initial probationary period reviews are conducted at the end of 3 months and 6 months, with semi-annual reviews thereafter.
5. Hours may include nights, weekends, and holidays.

Compensation / Benefits Description

Compensation is _____per hour. Federal and State Income tax and FICA will be withheld.

No medical or life insurance coverage provided.

Paid Leave

The organist/pianist can take 20 hours of paid time off annually which can include four Sundays for whatever reason. The Music director, chair of worship and music team, the Pastor, and the chair of the personal committee are to have written notice of vacation time and/or personal leave up 30 days in advance. The worship team will work with the organist/pianist to find and

coordinate a substitute. Leave cannot be taken on Christmas Eve and Holy week. (Except for illness) Note: This time is used in a calendar year or is lost.

Additional Worship

You are expected to play at most special events hosted by the congregation and additional scheduled worship on Christmas Eve, Ash Wednesday, Wednesdays in Advent and Lent, Maundy Thursday, Good Friday (evening and noon), and Easter Sunrise.

Resignation

A written letter of resignation must be given to the Personnel Committee thirty (30) calendar days prior to departure date.

Evaluation

A performance review by the Personnel Committee will take place bi-annually.

Organist/Pianist

Date:

Pastor

Date:

Chairman of Personnel

Date: