

St. John's Lutheran Church, Lakeville, MN

POSITION DESCRIPTION - Organist

PERSONNEL POLICIES STATEMENT: The employees of this church, in all of their services—both within the congregation and in the fulfillment of the church's mission in the world—shall carry out the duties to which they are assigned in faithfulness to the faith and mission of the Evangelical Lutheran Church in America and St. John's Lutheran Church

Proposed: January 2020

TITLE: **ORGANIST**

REPORTS TO: Director of Music

POSITION SUMMARY

To lead worship on the organ and piano, sharing faith through one's musical gifts and acquired skills

Status: Part-time, on a per-service or per-event basis

Ministry Team: Worship Arts Ministry

PRIMARY RESPONSIBILITIES AND DUTIES

1. Select and provide organ/piano music for two Sunday morning services and other seasonal services of the church such as Thanksgiving Eve, Christmas Eve, Christmas Day, Ash Wednesday, Lenten Wednesdays, Maundy Thursday, Good Friday, and Affirmation of Baptism
2. Lead the contemporary mid-week Wednesday evening service on piano; this may be negotiable upon discussion
3. Accompany the Chancel (adult) Choir at one Wednesday evening rehearsal and on Sunday mornings; this may be negotiable upon discussion
4. Work cooperatively with the pastors and the Director of Music regarding all worship music (liturgy, hymnody, other special music)
5. Provide organ/piano music for all weddings and funerals held at the church, consulting with wedding couples or families, if requested. For these services, the organist will receive an

honorarium, as specified in the church policy. The services of another organist may be used with the permission of the regular organist

6. Arrange for a capable substitute organist during absences and vacations
7. Prepare an annual report detailing the current condition of the organ and pianos, specifying necessary maintenance

SKILLS AND QUALIFICATIONS

1. Knowledge of instruments and keyboard ability sufficient to play hymns, liturgy, and anthem accompaniments at sight. Preferred education requirements: Bachelor's degree in Music, Organ Performance, or Piano Performance. Candidates without a music degree who have completed Service Playing Certification through the American Guild of Organists will be considered. <https://www.agohq.org/service-playing-test/>
2. Knowledge of basic music theory, including simple transpositions or harmonizing a melody
3. Ability to sing and play with accurate pitch and rhythm
4. Knowledge of the Evangelical Lutheran Church in America, matching appropriate keyboard music with the themes of the church year
5. Ability to work well with others, team spirit, joy, and faith

WORKING CONDITIONS

The position of Organist is a part-time position, paid on a per-service or per-event basis. This position is paid according to a schedule shared with the Organist during the hiring process and updated accordingly by the Administration and Human Resources Ministry Team

The Organist should exhibit and inspire an ongoing spirit of community and inclusivity within the congregation. The Organist will be a team player working for the good of the whole body and will take care to offer support and encouragement to other staff and church members. The Organist is encouraged to have a personal discipline of devotion, prayer, and study. The Organist abides by the Staff Covenant of St. John's Lutheran Church. The Organist position is subject to completion of a criminal background check.

HOW TO APPLY

Send resume and letters of reference to Jonathan Kopplin, Director of Music, at jonathan@sjlcl.org

Created: January 13, 2020

Updated: January 14, 2020