

Bethany Presbyterian Church  
3000 Dewey Avenue  
Rochester, NY 14616  
585-663-3000



<b>JOB TITLE</b>	<b>Part Time Music Director, Bethany Presbyterian Church</b>
<b>LOCATION</b>	3000 Dewey Avenue, Rochester NY 14616
<b>REPORTS TO</b>	Bethany Head of Staff
<b>OBJECTIVES/ PURPOSE OF JOB</b>	<p>Present high-quality music and organ artistry at all services of worship for a church with a rich musical tradition using choral music and hymns from both classical and contemporary composers. Program participants include a fine SATB repertory choir and a good sacred choral repertoire library. Congregation uses the Glory to God Hymnal, Holtkamp organ III/35 1965, and Steinway baby grand piano.</p>
<b>KEY ACTIVITIES/ RESPONSIBILITIES</b>	<ul style="list-style-type: none"><li>• Plan and oversee overall music program and communicate plans to Head of Staff, music staff, adult choir, Worship and Music committee, and office staff.</li><li>• Serve as organist for 10:00 A.M. worship service, January 1 through December 31. Responsible for hiring substitute organist when unavailable.</li><li>• Serve as organist at weddings and funerals.</li><li>• Direct and accompany adult choir for 10:00 A.M. worship service and warm up prior to service, September through May.</li><li>• Work in conjunction with the Director of Bell Choirs and Head of Staff to integrate and coordinate bell choir presentations into broader music ministry.</li><li>• Lead weekly rehearsals (1.5-2 hours). Direct and accompany adult choir Thursday evenings September through May.</li><li>• Direct and accompany three Summer Family Choir anthems June-August with multi-generational choir of 'melody' and 'harmony' singers from the congregation, 1 hour pre-service rehearsal.</li><li>• Arrange for soloists and other musicians to provide special music for the anthem on non-Family Choir Sundays during the summer.</li><li>• Work in conjunction with Youth Choir leader and Head of Staff to integrate and coordinate presentations into worship services.</li><li>• Work with Head of Staff to develop, integrate and coordinate special services throughout the year (e.g. Lent and Advent).</li><li>• Recruit and arrange for singers from congregational and community resources for paid section leaders and choral support positions.</li><li>• Attend monthly Worship and Music Committee Meetings (1 hour) and weekly staff meetings (1 hour).</li></ul>

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## KEY RELATIONSHIPS

- Produce two 'Music Sundays', Fall and Spring, with hired orchestra accompanying extended choral work.
- Plan occasional use of vocal soloists/duos (approx. 8 times).
- Report condition and need for maintenance of church instruments.
- Schedule tuning and repair of church instruments as budget allows.
- Administer budget for music program including but not limited to new choral music and hiring of guest musicians.
- Worship and Music Committee, Head of Staff, Bell Choir Director, Youth Choir Leader, and Adult Choir.

## CANDIDATE PROFILE:

### QUALIFICATIONS/ TRAINING

- Bachelor of Music, Masters preferred
- Familiarity with sacred and contemporary choral literature

### EXPERIENCE

- Minimum of 3 years directing a choir desired
- Church music experience

### COMPETENCIES

Ability to plan well-rounded and challenging choral season, conduct efficient and engaging rehearsals and lead satisfying musical worship experiences.

#### Personal Skills Required:

- Demonstrates excellent interpersonal and communication skills
- Is able to make things happen with pace and energy
- Possesses a positive outlook
- Is self motivated with the ability to work autonomously
- Is a team player
- Meets deadlines

### Other Position Information

Two (2) vacation weeks (excluding Holy Week, Christmas Eve, and Easter). Responsible for procuring substitutes with vacation funds. No choir responsibility for Sundays following Christmas and Easter – choir does not typically sing these weeks.

### Salary

Beginning salary \$28,000 - \$30,000 (annual), commensurate with experience

### Contact

Send resume and letter of interest to Karen McIver, Bethany Presbyterian Church at [mciverk7@yahoo.com](mailto:mciverk7@yahoo.com)