

ALTAMONT REFORMED CHURCH
Organist/Choir Director (Part-Time)

The Organist/Choir director will be responsible for all musical aspects of worship at ARC, including playing the pipe organ or piano, directing the Chancel Choir, and assisting in worship service planning.

The Chancel Choir participates in worship from the second Sunday in September through the third Sunday in June. On most Sundays, the choir provides an anthem and choral benediction. The church's pipe organ was installed in the early 1900s and has been rebuilt twice. The most recent rebuild included a solid-state action, multiplex switching system, midi, and transposition keys.

This is a part-time position with a salary of \$13,044 per year. It is expected that the Organist/Choir Director will work an average of ten (10) hours per week and is entitled to take four (4) Sundays off per year. The actual hours worked per week will vary, depending upon the time of year. The Organist/Choir Director serves as an ex-officio member of ARC's Worship Life Committee and advises the committee on preparation of the music ministry budget.

Duties and Responsibilities:

As Choir Director:

- Plan and prepare choral anthems appropriate for the liturgical year.
- Direct the Chancel Choir for one rehearsal (1.5 hours) during the week, a warm-up on Sunday, and during the worship service.
- Prepare the Chancel Choir for special services, including Christmas Eve, Maundy Thursday, and Good Friday, as needed.
- Select and purchase music and music supplies for the choir, based on the amount designated in the church budget.
- Arrange for special music during the summer months (mid-June through August).

As Organist/Pianist:

- Play the organ or piano for all Sunday morning services and special services (Christmas Eve, Maundy Thursday, and Good Friday). Sunday services usually include a prelude, offertory, and postlude, and accompaniment for congregational singing.
- Accompany the Chancel Choir and other special music, as needed.
- Advise church staff when the organ or pianos need maintenance or tuning.
- Provide music for weddings and funerals held at the church for an additional fee negotiated by the organist/pianist.
- Secure substitute organist/pianist for planned absences.

Skills and Qualifications

- At least five years of experience as a church organist is preferred.
- Demonstrated ability in choral conducting
- Knowledge of church music, preferably within the Reformed Church
- Familiarity with the pipe organ and its maintenance requirements
- Ability to sight-read hymns and simple anthem accompaniments

This position is available as of Sept. 1, 2017. Please e-mail a cover letter and resume to nancymacarc@gmail.com or mail to Altamont Reformed Church, PO Box 671, Altamont, NY 12009.