

Assistant Organist/Chorale Accompanist

Reports to: Director of Music and/or Pastor
Part Time Salaried

Start Date: No later than August 15, 2018

Position Overview:

The Assistant Organist/Chorale Accompanist works under the leadership of the Director of Music to assist in preparing the Holy Trinity Chorale for three weekend masses per month, and for designated special services.

Qualifications:

- Minimum of three (3) years' choral accompanying experience
- Demonstrated understanding of classical/common practices in organ registration and technique
- Demonstrated organ and piano sight reading skills
- Demonstrated ability to play any combination of choral voicings from open score
- Demonstrated ability to maintain rhythmic consistency in hymn and service music playing
- Demonstrated ability to follow/respond to the conductor when playing accompaniments as scored for organ or piano
- Demonstrated (especially Catholic) service-playing competency (organ and piano), including all hymns, responses, sung parts of the mass, liturgically suitable preludes and postludes
- Ability to transpose down one to three half steps helpful
- Experience singing in a church choir helpful

Responsibilities:

- Rehearse weekly with the Chorale on Thursdays from 7:00 - 9:00pm as scheduled by the Director of Music
- Accompany the Chorale and play the Liturgy at either 9:30am Sunday or 4:00pm Saturday Mass, three weekends per month (9:30am on second and fourth weekends; 4:00pm Saturday on third weekends; some variation possible, especially during Advent-Christmas and Holy Week-Pentecost seasons)
- Accompany the Chorale and play the Liturgy for special services including, but not limited to, the 10:30pm (or latest scheduled) Christmas Eve Mass, Thursday of the Lord's Supper, Friday of the Lord's Passion, Easter Vigil, Easter Sunday, Confirmation. Additional rehearsals may be required for special services.
- Attend each rehearsal prepared to play at least the upcoming five (5) anthems (including all vocal parts in any combination, and the accompaniments)
- Notify the Director of Music as far in advance as possible if unable to attend a rehearsal or a service
- Additional compensation for playing two (mid-August to mid-June) to five (mid-June to mid-August) additional Masses per month with cantor, as approved. Rehearsal with the scheduled cantor one half hour prior to Mass is expected.

Terms:

- The position parallels the Chorale program year, typically mid-August to mid-June. Additional approved Masses (2/month mid-August to mid-June; up to 5/month mid-June through mid-August) are negotiable.
- Required criminal background check
- Applicable portions of the Holy Trinity Parish Employee Handbook (including Virtus certification)

Equipment

- Three-manual Allen MDS-85-S organ (Main Church, 1997)
- Two-manual Rodgers Insignia 577 organ (Stone Chapel, 2004)
- Yamaha C6 grand piano (Main Church, 1995)
- Schafer & Sons WG-7 #820317 studio upright piano (Stone Chapel)
- Roland HP302 digital keyboard rehearsal piano (Social Room, 2013)

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Compensation

Based upon an annual salary range of \$12,500 - \$15,000

Paid semi-monthly via direct deposit (15th and 30th/31st)

Parish pays FICA and Medicare, with Federal and State taxes withheld

Evaluation

A performance review including the Assistant Organist/Chorale Accompanist, the Director of Music, and the Pastor will be conducted annually. Any concerns relating to the performance of the above responsibilities shall be brought to the attention of the Assistant Organist/Chorale Accompanist by the Director of Music. Job related concerns of the Assistant Organist/ Chorale Accompanist may also be taken to the Director of Music, or to the Pastor. All parties shall attempt to resolve concerns in a timely manner.

Email Inquiries to:

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