Job Posting:
Director of Music Ministry

St. Timothy's Episcopal Church, Mountain View, CA

St. Timothy's is a community of joyful inclusion, and nowhere is that more apparent than in our musical life together. We love contemporary songs; we also enjoy traditional hymns, contemplative pieces, Taizé, Iona, and paperless music. Incorporating a wide range of styles into one vibrant and comprehensive whole is fundamental to our expression of worship. We're reaching for inclusive language and imagery. We want everyone to be able to participate, from the youngest members of our community to our seasoned musicians. Our recent music survey identified "having a vision for multi-generational musical engagement" to be just as important to us as strong musical expertise. We're eager to find someone who will bring energy, new ideas, and a passion to help us all make music together as we move deeper in our faith.

Our 10:30am service has a praise band which includes vocalists, drums/percussion, acoustic/electric guitars, bass, organ, piano, and violin. Our 9am is our more intentionally child-friendly service, and it is currently much simpler in terms of instrumentation, often using a single acoustic guitar, simple piano, or even just resonating bars and handheld percussion, though some of our community would like to see that expand. For part of the year, this service is outside in our courtyard. We have middle and high schoolers interested in bringing their growing musical skills to church. Over the past few years, we've begun building an all-ages choir that sings for special services. We seek a Director of Music Ministry who will fully engage our multi-generational congregation.

The ideal candidate will:

- Love music, love church, and be passionate about expressing worship in song!
- Believe strongly in encouraging congregational singing and participation
- Enjoy a wide variety of musical styles, particularly contemporary music with a band
- Be eager to teach and support singers of all ages and levels in developing new skills and making music together
- Bring a high degree of musicality and the ability to carry a service with an instrument and their own voice, when required
- Be a strong piano player and gifted accompanist; competent organist and/or acoustic guitarist a strong plus
- Be ready to build upon our success exploring creative expressions of music, including singing paperless music together, using singing bowls, chimes, and percussion
- Be courageous in pursuing creativity, bring new ideas, be willing to experiment
- Value collaboration and be able to work together thoughtfully and with good humor
- Be eager to help our musical repertoire expand with inclusive language resources
- Bring strong musical expertise in arranging and directing
- Have demonstrated people skills, and be able to work comfortably in a wide range of musical styles and with musicians spanning ages and abilities
- Bring experience managing a music program at a liturgical church (preferably Episcopal or Anglican), and have an understanding of the role of music in the liturgical calendar and lectionary
- Be highly proficient in reading music and writing musical notation, be comfortable using music notation software
- Be knowledgeable about sound systems or have the aptitude and willingness to learn to manage them (microphones, amps, soundboard, etc)

Required knowledge, skills, and abilities

Education and experience

- Gifted director, singer, and accompanist (piano and guitar preferred, organ a plus)
- Knowledge of and comfort with a wide variety of musical styles and expansive resources
- Demonstrated experience leading a music program in a liturgical church preferred
- Bachelor's degree or comparable skills/experience in a relevant musical discipline such as sacred music, choral conducting, piano, music theory, etc

Pastoral Leadership

- Ability to foster a creative, collaborative, and welcoming environment that encourages participation and builds both musicians and the program
- Eagerness to incorporate own and others' new pieces into the liturgical life of the parish

Technical & Administrative Proficiency

- Skill with arranging music for a variety of instruments
- Proficient in Word, PowerPoint, Google suite, and musical notation (Sibelius a plus)

Community Presence

- Live nearby or be willing to relocate so as to participate in the life of the community
- Christian commitment and practice

Compensation is $50,000 – $54,000 annually, commensurate with skills and background, approximately 20 hours per week. Benefits include prorated medical and dental coverage in accordance with the Personnel Policy, continuing education funds, and two weeks paid vacation. Reports to the Rector. Job description follows.

St. Timothy's celebrates diversity, respects the dignity of every human being, and is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, gender identity or expression, sexual orientation, national origin, disability, age, or veteran status.

Applications

We are accepting applications until filled. Applicants should send a résumé, cover letter, and three recordings of your work (singing, accompanying, and/or leading a band or choir – video preferred, audio accepted) by email to: The Rev. Nikky Wood at nikky@sttims.org

Director of Music Ministry – Job Description, St. Timothy's Episcopal Church

Musical and Liturgical

- Collaborate with the Rector in preparation of liturgy
- Select liturgically and seasonally appropriate music for Sunday services
- Play and conduct each Sunday at 9am and 10:30am services, and all Holy Days (e.g., Christmas, Holy Week, Easter)
- Inspire and recruit singers and instrumentalists to join us; improvise musically with others
- Invite, communicate with, and develop interested volunteer musicians
- Incorporate and mentor young vocalists and musicians, coordinating with the Children & Youth Formation Minister to find ways to support youth practice and participation
- Rehearse with choir, band, and cantors
- Schedule cantors and musicians, coordinate with choir and band
- Provide musical support, slides, or bulletins as necessary for funerals and weddings
- Listen to, order, and teach new music; particularly inclusive language and expansive resources

Administrative and Technical

- Organize and prepare sheet music for musicians
- Prepare slides and bulletins for Sunday services, creating music notation graphics as needed
- Populate weekly Presider's Document for Sunday liturgies
- Print lessons and Prayers of the People, preparing binder for lectors/intercessors weekly
- Record weekly online attendance in Registry of Services
- Maintain sound system and projectors, in both the Nave and Hall
- Coordinate with and support tech team
- Schedule piano and organ maintenance as required
- Track songs and report to appropriate licensing bodies
- Purchase licensed copies of sheet music within allocated budget
- Purchase musical and sound equipment as needed, subject to Rector's approval
- Play an active role in monthly staff meetings

Community Presence

- Coordinate with our Preschool Director to offer music time with our preschool (~30 minutes / week, nonreligious)
- Coordinate music for special events: St. Nicholas Festival, Ascension Day Hike, etc.
- Participate in the prayer life of this parish