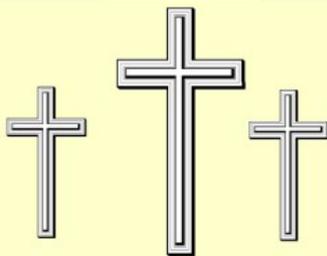


*St Giles
Rowley Regis
Parish Church*



DIRECTOR OF MUSIC JOB DESCRIPTION

Introduction

St. Giles is an Anglican church in Rowley Regis and we are open and welcoming to anyone who would join us. We are a friendly and approachable community who are open minded and caring. We are unpretentious, warm and kind in what we do. Our building is important to us and we believe it could offer space at the heart of the community for various activities. This church is like a family and the building is our home; we want to share it! God is at the heart of all we do. And God is for everyone! We want people to come closer to God and to get to know Jesus as Saviour.

Worship is a core activity our church's life and a significant point of our contact for our community. The musical aspect of worship is a vital part of the mission, ministry and vision of the church.

As such the Director of Music will, in addition to playing the two manual pipe organ for services, work with the Vicar to develop and plan the weekly services.

Primary Function

The Church Director of Music will provides organ music and accompaniment for scheduled worship services and other activities in support of the music mission and ministry of the church. Having a pivotal role in the musical life of the church, this individual is a strong team player, working under the Vicar and PCC.

Job Specification

This year-round position is salary (no overtime pay) and part time (£ 4620 per annum). Expectation of attendance is for Sunday worship services, and other special services, including (but not limited to) Christmas and Easter. The work is done cooperatively, with the vicar and PCC. It is also expected that the Director of Music will initiate a new church choir, and recruit and rehearse them to sing on a Sunday morning and possible other occasions/ concerts.

Person Specification

Essential	Desirable
Experience in church worship, with both organ and other music and hymnody (understanding and familiarity with blended worship preferred).	Ability to communicate well and in a friendly manner with the church leadership, church choir and members of the congregation.
Knowledge of the instrument and keyboard ability sufficient to play hymns, songs, and anthem accompaniments. Ability to sight-read and improvise is desired.	Ability to take direction and work as a team member.
Flexibility to play in blended style services that include all types of worship music.	Willingness to rehearse sufficiently to maintain a high quality of music.
High degree of competence on organ, and the ability to accompany groups and individuals.	Sensitivity and the ability to interact with a variety of people.
Knowledge of basic music theory and ability to perform simple transpositions or harmonisations.	
Desire to maintain a constant program of self-improvement.	

Accountability

The Director of Music is accountable to the Vicar (the PCC during an interregnum). An annual performance review will be done.

Responsibilities:

- 1) Support the worship at St. Giles through the well-prepared execution of music and eventually, the choir.
- 2) Serve as accompanist for the Choir in rehearsals and performances as assigned.
- 3) Facilitate congregational singing and worship through the excellent execution of hymns and other songs.
- 4) The Director of Music will select appropriate hymns and anthems, and develop the repertoire of choir and congregation. They will agree their choices with the Vicar, in advance.
- 5) Serve as accompanist for other choirs, ensembles, and soloists, when needed.
- 6) Play for weddings and funerals, as requested (and upon availability), being permitted to receive additional compensation from the parties involved.
- 7) Maintain an accurate account of organ needs and maintenance, and notify the Vicar of any costs.
- 8) Find a substitute for Sundays when not available.

Current Service

10:15 Sundays Holy Communion

The Director of Music will play the organ for the 10:15 Holy Communion, including suitable organ music during the administration of communion, prior to and after the service.

10:15 All Age Communion Service (4th Sunday of the month)

The Director of Music will play the organ for the 10:15 Holy Communion, including suitable organ music during the administration of communion, prior to and after the service.

Messy Church (1st Sunday of the month at 3pm)

The Director of Music will teach and lead a suitable song to the families at Messy Church and be actively involved in encouraging families and drawing them into the life of the church.

Festivals and Holy Week

The Director of Music will play and for the following services: Ash Wednesday, Maundy Thursday, Good Friday, Easter Day, Ascension Day, All Souls, All Saints, Evening Carol Service, Christmas Eve /Midnight and Christmas Day.

Due to Covid-19 and the arrival of a new vicar, there may changes to some of these services.

Occasional Offices

The Director of Music will have the right to play for Church Funerals, Marriages and Memorial Services.

For Marriages and other services the Director of Music may be asked to meet with the family prior to the service to advise and guide the family in their choice of music.

Development

St. Giles has had a choir in the past and we aspire to have one again! We see music as part of our mission. We hope that the music at St. Giles will draw people into our worshipping life and grow the congregation as part of our Transforming Church Action Plan.

Initially we would like a choir to sing one a month, with a youth/children's choir singing at the monthly all age communion service.

We would also hope that a Director of Music would introduce new seasonal Communion settings, congregational responses and new hymns/songs.

Choir and Rehearsals

The Director of Music will lead a choir practice. Choir practices will be fun, stretching and spiritual occasions. The Director of Music will train and encourage everyone to give their best. S/he will work with the choir to recruit new members. As well as working with the choir, the Director of Music will be concerned for the congregation and take steps to teach new music well and build the whole church's enjoyment of music in worship.

Holidays

The Director of Music will be entitled to six Sundays (and weekday rehearsals) off per calendar year. Holidays may usually not be taken at Christmas or during Holy Week, unless agreed with the Vicar.

Deputies

With the agreement of the Vicar, the Director of Music may on occasions substitute a deputy to cover their duties. Such deputies must be fully competent, and apart from holidays will be remunerated by the Choir Director - Director of Music. A member of the congregation is also available to deputise on occasion.

Safeguarding Young people and vulnerable adults

The parish operates a comprehensive policy. The Choir Director - Director of Music will adhere to the parish safeguarding policies and best practice. Enhanced CRB disclosure will be required.

Equal Opportunities

The Church has a commitment to Equal Opportunities and will not discriminate on the grounds of culture (including race and skin colour), ethnic or national origin, nationality (including citizenship), age, gender, sexual orientation, disability, HIV status, social class, marital status, membership of a trade union, or religion.

Fees

Taken from RSCM Fees for 2018 Rates

Salary as a Professional - (52 Sundays, 22 rehearsals) @ Max Town Rate (£75) =£4725

+ Weddings £150

+ Funerals £90

Probation and Review

The appointed candidate will be subject to a probationary period of one year, with two reviews at six months and one year. These formal reviews will be an opportunity for a two-way exchange of views on how the role is developing and progressing.

Full terms and conditions of service are set out in the contract of employment .