

Trinity Church (Episcopal) Staunton, Virginia

Director of Music Job Description

Trinity Church (Augusta Parish) is an Episcopal Church located in the beautiful Shenandoah Valley of Virginia and in a small city of 25,000 where the arts are highly valued. The surrounding county has an additional population of 100,000 people. The parish dates back to 1746 and currently has 600+ members. We maintain three Sunday morning services (two in the summer months)—an early service (Rite I) without music; a mid-morning service (Rite II) with a musical ensemble of guitars, violin, and piano; and a traditional late-morning service (alternating Rites I and II) with organ and choir—as well as other special services on holy days. A Taizé service is held monthly. The Director of Music is charged with overseeing the musical life of the Parish and especially with providing and directing choral, organ, and other instrumental music for the late-morning Sunday service and other special services. The position will be open in September, 2010.

Duties and Responsibilities

- A. Prepare and present appropriate music for the principal (late) service each Sunday, holy days (including 2 services on Christmas Eve, Christmas Day, Maundy Thursday, Good Friday, Great Vigil of Easter, Thanksgiving Day), evensongs, weddings, funerals, and other special services (e.g., Advent Lessons and Carols) as needed
 1. Play the organ (currently there is a volunteer assistant for choir accompaniments)
 2. Prepare and direct all choirs (mixed adult, several children and youth, men and boys—all volunteers), train the choristers in vocal techniques and educate all musicians in the nature and meaning of music used. The adult choir presently rehearses for 2½ hours each Thursday evening (except in the summer) and one hour on Sunday mornings; the younger choirs rehearse for 45 minutes each week in an afternoon.
 3. Provide other instrumental music (e.g., brass, piano, possible hand bells, etc.) when appropriate
 4. Work collegially with the rector and others as may be appropriate to choose hymns for congregational singing
 5. Choose anthems, psalm settings, service music, and other choral pieces, being mindful of
 - a. Liturgical seasons
 - b. Appropriate degree of difficulty with a goal of being challenging but not daunting for choirs and congregation
 - c. What is right for the lectionary with a great marriage of music and text
 - d. Appropriate length
 - e. What will be enjoyed or understood by (most) listeners
- B. Help educate the congregation about liturgy and church music, including (but not limited to)
 1. Writing articles for the monthly parish newsletter
 2. Writing occasional program notes for the Sunday bulletin
 3. Teaching classes or leading workshops for parishioners from time to time
- C. Plan concerts, recitals, and other performance opportunities as part of Trinity Church's

music program for the wider community

1. Choir concerts
 2. Evensongs (currently several times a year, usually in conjunction with an organ recital by the incumbent or guest organist)
 3. Administer the annual Carl Broman concert series (currently one concert per year), including fundraising, recruitment of artists, publicity, and help with the planning of a reception to follow the concert
- D. It is expected that the Director of Music will be involved in planning, although not necessarily directing, the music at the mid-Sunday morning service, and will be interested in new hymnody and liturgical music settings.
- E. Administrative duties include
1. Participation in weekly staff meetings, monthly worship committee meetings, and periodic (approximately 4-5 per year) music committee/hymn selection meetings
 2. Coordination of schedules with choirs and staff
 3. Writing of monthly newsletter articles and annual reports
- F. Outreach activities
1. Concerts—organ and choir
 2. Special services (e.g., Evensongs) at Trinity
 3. Singing in the community (e.g., nursing homes, retirement communities, hospital)
 4. Taking the choir "on the road" (e.g., in the past have sung in other churches in Virginia, Washington National Cathedral, diocesan council services, three trips to England to sing services and concerts in cathedrals and other large churches)
- G. Pastoral care on an as needed basis
1. Choristers
 2. Others

Qualifications and Attributes

- A. Proficiency in organ performance and choral conducting and experience playing mechanical action organs is required. Knowledge of and experience with techniques used to train choral singers of various ages is also required. A masters degree is preferred.
- B. Background and experience in the liturgy and music of the Anglican tradition is required. This implies a basic understanding and interest in *The Book of Common Prayer*, the lectionaries used by the Episcopal Church, theology, and the Church calendar. A passion for and love of liturgy and the best music in worship is highly desirable.
- C. Knowledge of other languages is required (especially Latin, although some familiarity with German, French and Spanish is also useful).
- D. A contentment to work with amateurs, understanding and accepting their limitations, but always setting high standards and encouraging choristers and other musicians to reach them is essential.
- E. The Director of Music must be a person of prayer and devotion to the mission of God in the community of the Church and in the larger community.
- F. The Director of Music must have the ability to work collegially with the rector, other clergy, staff, and other musicians.
- G. The Director of Music is expected to have the flexibility and willingness to see the music program and musical events as one portion of the overall mission of Trinity Church.
- H. The Director of Music should experience a genuine joy in making and sharing music.

Salary and Benefits

- A. Salary is commensurate with education and experience.
- B. Benefits include 4 weeks (including Sundays) of paid vacation each year, 2 weeks per year of leave for continuing education (including Sundays if necessary), health insurance, and contribution to the Church's pension plan.
- C. An office is provided, as well as a choir rehearsal room with a grand piano and an extensive comprehensive choral library.
- D. Trinity Church has a 32 stop Taylor and Boody mechanical action organ installed in 2000, a 9 foot Chickering grand piano in the nave (recently restored), a 5 foot 3 inch Knabe grand piano in the choir room, and a 5 octave set of Whitechapel handbells. The Director of Music has control over the use of these instruments by others, free access to them at all times, and full use of them for the teaching of students. The organ is maintained by the builders, whose shop is located in Staunton.

Application Information

Please send letters of interest, CV, and names/contact information of three references by electronic mail (preferred) to,

dcase@trinitystaunton.org

or by postal service mail to

Music Search
Box 208
Staunton, Virginia 24402

Review of applications will begin on June 1, 2010. Applications received by that date will be given full consideration.

For more information, see the Parish Profile on the Trinity Church website at www.trinitystaunton.org