



# ST. THOMAS' PARISH

## EPISCOPAL CHURCH • DUPONT CIRCLE

### **Position Description: Director of Music**

**Reports to:** Rector

**Classification:** Exempt/Part-time (approximately 8-10 hours per week, including 4 hours on-site on Sundays)

**Job Purpose:** The Director of Music (DM) is an integral person in the worship and community life of St. Thomas' Parish. The DM will work with the rector, staff, and volunteers in preparing and leading worship services (Sunday mornings at 10:30am), which are bilingual (English/Spanish).

**Duties and Responsibilities:** The DM works with the Rector to ensure music is selected and prepared that both supports the lectionary and connects the worshipping community with God.

The DM will Lead and direct the St. Thomas' Parish Choir (which currently rehearses on Sundays before the service.) The DM will focus on building and enhancing the musical skills of the choir while fostering growth in membership and deepening relationships between choir members and God.

The DM will recruit Music Interns (music students from local universities who share musical expertise and leadership) and incorporate them into the life and ministry of the choir.

The DM will ensure the musical instruments are well cared for, and the upkeep is budgeted for each year.

The DM will be present each Sunday and on the following special holy days: Ash Wednesday, Maundy Thursday, Good Friday, and Christmas Eve.

**Supervisory Responsibilities:** The DM will supervise the 4 music interns as well as visiting musicians. As necessary, the Director of Music will identify and coordinate musicians for weddings, funerals, and Sunday worship.

### **Qualifications**

**Education and/or experience:** Bachelor's degree preferred. Experience in an Episcopal Church is preferred.

**Physical Demands:** Ability to lift/move chairs and piano.