

Job title: Organist/Choir Director
Reports to: The Incumbent (Parish Priest)

Parish Profile:

Trinity Anglican Church is a vibrant community of faith striving to help people grow in their relationship with God by *connecting spiritual journeys...* Trinity has historically had one of the finest church music programs in York Region. It currently includes a choir, an orchestral ensemble, and a handbell choir.

Overview and Expectations:

The Organist/Choir Director, under the direction of the incumbent, will work collaboratively with other musical leaders (the Orchestra Director, Handbell Choir Director) in the creation, implementation and smooth running of a robust music program at Trinity Church, Aurora (Trinity). This position requires a love of music and a love for people of all ages and life circumstances. The position is vital to the growth of Trinity. The successful candidate will also be expected to:

- work within a liturgical team to provide leadership with other musical leaders to help members of the parish and the wider community deepen their faith through the integration of liturgy, music, education and teaching;
- have a solid Anglican sacred music background, along with a wide range of contemporary musical styles and genres;
- manage, lead and grow our choir
- be an exemplary organist, pianist, and experienced choir director with strong interpersonal skills.

Musical & Professional Competencies

- Exemplary ability to play the piano and organ – ability to play other instruments would be an asset;
- Strong interpersonal skills
- Knowledge of and experience playing a wide range of styles including a classical and ecclesiastical repertoire and non-traditional music;
- Ability to produce and direct special and musical programs;
- An awareness and understanding of musical computer software;
- Experience with, and an understanding of, the technical aspects of non-traditional services (e.g. sound equipment, theatre lights etc.) would be an asset.
- A minimum of three years of choral, organ and music leadership experience in the Anglican Church of Canada or in an equivalent relevant setting;

Responsibilities:

- Develop and execute a plan designed to grow choir membership. Plans should be concrete, and progress will be shared in a monthly meeting with the Incumbent.
- Playing the organ and/or piano and conducting the choir for the main Sunday service, playing for the 2nd Sunday service, and availability for occasional Sunday evening services.
- Providing musical leadership for special services (including but not limited to: Christmas Eve, Christmas Day, Holy Days and Holy Week);
- Playing and/or directing singers/musicians for weddings and funerals;
- Scheduling and leading regular rehearsals of the choir
- Liaise with and empower all current volunteers in the music program to develop their interests and key roles in a clearly planned structure for the coming year;
- Work collaboratively with other musical and liturgical leaders through regular meetings.
- Liaise with the audio-visual team to ensure recordings of pieces for the website, promotional pages and “on hold” phone system;
- Develop and discuss a progressive budget for the wardens to consider, based on the proposed growth and development plan.
- Sourcing new material and maintaining the music library.
- Auditioning and managing contracts with musicians and instrument tuners;
- Recruiting and auditioning guest musicians as required.

Hours of work

- The Organist/Choir Director position is a 20 hour per week position; with pension, as well as benefits subsidized on a sliding scale.
- Hours may be flexible and will be determined in consultation with the Incumbent;
- The Organist Choir/Director is expected to be at the church one day per week for consultation with the Incumbent, every Thursday evening for choir practice and every Sunday morning for choir rehearsal and worship.

Vacation

- Vacation time is provided in accordance with the Employment Standards Act and by agreement with the Incumbent;
- The Organist/Choir Director is responsible for finding a replacement when absent;
- Vacation time will not be granted for the following time periods:
 - a. The week before Easter (including Palm Sunday, Maundy Thursday, Good Friday, Holy Saturday and Easter Sunday)
 - b. The week before Christmas (including Christmas Eve and Christmas Day)
 - c. Thanksgiving Weekend

Payroll Status

- The Organist/Choir Director is a salaried employee;
- The position will be filled on the basis of a renewable contract which will include an initial probationary period of six months. At the end of the probationary period a review will be conducted to evaluate the effectiveness of the applicant and the position. At the end of the

probationary period the employment agreement may either be extended or terminated without further obligation by Trinity or by the successful applicant;

- Paid monthly, at month's end, with necessary employee statutory deductions;
- Salary commensurate with experience.

Date Prepared: September 9, 2022

A letter of introduction, resume and references accepted electronically to:
admin@trinityaurora.ca

Closing date: October 15th, 2022