



Music Director June 2023

Grace Episcopal Church, a vibrant, historic Anglo-Catholic parish in Alexandria, Virginia, seeks a Music Director to join our team of positive and talented staff and lay leaders. The ideal candidate is a collaborative musician and leader who will be an ambassador for Grace Church.

At Grace, the Music Director takes a strategic role in ministry that energizes the parish for mission, prepares us for God's presence in worship, and evangelizes using the beauty of music.

Essential Functions:

Team Member: *Make us better because you are part of the staff team (we'll do the same)*

- Collaborate with staff, lay leaders and neighbors
- Join and add to a healthy church ecosystem
- Share your gifts, even if they aren't required below
- Attend weekly staff meetings
- Flexibility to work outside core hours
- Be prepared to love your job

Worship: *Collaborate to create beautiful liturgy*

- Work with clergy and lay team as a part of Sunday mornings and special liturgies including quarterly Evensong and Advent Lessons and Carols
- Play our 3 manual/38 rank Di Gennaro-Hart Organ at 1-2 services each Sunday
- Provide music for weddings and funerals (with additional fee)
- Recruit and supervise visiting instrumentalists and soloists
- Support Spanish language service by collaborating with contract musician and occasionally providing music
- Innovate with clergy to develop new liturgies, and provide musical oversight

Leadership: *Build our program to create musicians of all ages*

- Recruit, train, and supervise choirs of adults and young people (voice and bells)
- Further grow our Royal School of Church Music Chorister Program, partnering with Grace Episcopal School
- Plan and schedule concerts, musical performances and productions in coordination with other church and community programs.

Education: *Engage the congregation to grow spiritually through music*

- Serve as a music resource for the parish and its ministries, teaching and training children and adults about music and liturgy through presentations, small groups, or other venues
- Organize and maintain music library
- Contribute to bulletin notes, parish newsletter, website, and other communications

Planning: *Think strategically to ensure the flourishing of the music program*

- Collaborate with parish worship team to envision and plan music program
- Oversee music budget, substitute organists, and instrumentalists
- Work with clergy and lay staff to plan and prepare for both Sunday and special worship, including bulletins and overseeing copyright licenses for streaming and bulletin inserts
- Oversee all church instruments, including organ, pianos, and a Timmerman single manual harpsichord

Qualities and Core Competencies: *The heart and skills of our ideal candidate*

- Excellent musician, preferably with master's degree in music with choral experience and/or experience in a large or Cathedral church
- Excellent organist with superior improvisation skills
- Choral conductor with the ability to conduct from the console
- Positive, energetic, and helpful temperament
- Strong organizational and interpersonal skills
- Self-motivated and able to adapt to change in a fast-changing, collaborative, and decentralized environment
- Mature judgment to work with a wide range of constituencies
- Discretion and ability to maintain confidentiality
- Working knowledge of the Episcopal Church and our liturgies
- Spanish language skills and knowledge of *Flor y Canto* not required, but helpful
- Experience and fluency in Microsoft Office, including Publisher, as well as G-Suite

Job Particulars: *What it's like to work here*

- Reports to Rector
- Full-time (40 hours per week); alternatively for a music director with extensive performing or teaching duties, the position may be structured as $\frac{3}{4}$ -time
- Limited Flex/Tele-work possible
- Salary commensurate with education and experience
- Excellent benefits including retirement plan, health insurance, and paid leave
- Professional development opportunities
- Pet and child friendly office

How to Apply:

- Submit cover letter, resume, and three professional references
- Send documents to hire.music.director@gracealex.org
- In the course of our review, certain candidates may be asked to provide (using a URL link or a USB device) a recorded performance of an organ voluntary and to participate in on-line and in-person interviews
- Applicant agrees to submit a background check and, if hired, will require training on prevention of sexual abuse of children and adults