

Grace Anglican Church, Waterdown
Choir Director
Job Posting

Position Summary

This position is responsible for coordinating and facilitating the Choral Music Ministry at Grace Anglican Church on Mill Street North in Waterdown. The Choir Director works under the supervision of the Rector and reports to the Rector and Wardens of the parish. This is a one year renewable contract position based on 5 hours per week.

Purpose of the Position

To develop a vocal music ministry that enhances the worship life of the parish

Key Responsibilities

- co-ordinate all aspects of the parish’s vocal music ministry
- be a positive role model for parishioners by demonstrating love for God and neighbour
- model a love of music and the use of music as prayer that glorifies God
- access, gather, update and utilize suitable resources
- work with the Music Minister to select appropriate music for all Sunday and Holy Day services
- recruit, rehearse, direct, and nurture choir members and singers
- assist the parish in developing a variety of worship experiences that are relevant to children and youth
- prepare for and conduct rehearsals for the choir and singers
- prepare choir and singers to sing liturgical settings
- lead the choir and congregational singers in a manner that facilitates their development of vocal skills
- ensure that all participants meet with success
- help choir and singers to learn to read music
- teach the congregation new hymns
- arrange for guest musicians/singers and special music for Christmas Eve, Easter, Lessons and Carols, and other special services
- in consultation with the Rector and Music Minister, arrange for substitute replacements when deemed necessary
- other duties as assigned by the Rector

Working Relationships

- hired by the Rector and Wardens
- accountable to and supervised by the Rector
- a member of the parish staff team

Terms of Employment

- this position includes work on Sundays, some Saturdays, and on weeknights as required
- two weeks of paid vacation per year at a time agreed upon with the Rectors
- the position will begin with a three month probationary period
- renewable annual contract based on need and successful annual staff evaluation

Skills & Experience Required

- familiar with the life, ethos, and worship of the Anglican Church of Canada and enthusiastically supportive of its expression at Grace
- post-secondary education in a related field or equivalent experience
- training in vocal music
- a proven ability to relate to and develop choristers
- ability to recruit, train, support, and work with singers
- excellent leadership, spoken and written communication, and organizational skills
- capacity to manage complex tasks and establish priorities
- a passion and vision for this ministry and the ability to create and live out a ministry plan
- understanding of and commitment to confidentiality and safe church
- an acceptable Police Reference Check with Vulnerable Sector Screening

To apply for this position, please send a cover letter and resume to the Reverend Sue-Ann Ward at gracechurchwaterdown@gmail.com prior to 5:00 p.m. on August 30, 2018. While all applicants are thanked for their interest, only those chosen for interviews will be contacted.