

JOB DESCRIPTION

Good Shepherd Evangelical Lutheran Church



JOB TITLE ORGANIST	SCHEDULE
SUPERVISED BY PASTOR	SUPERVISES ACCOMPANY MUSICIANS
REPORTS INTERNALLY TO WORSHIP AND MUSIC COMMITTEE	NOTIFIES OF ABSENCES AND SUBSTITUTE COVERAGE PASTOR, SECRETARY, CONGREGATIONAL COUNCIL LIAISON TO WORSHIP AND MUSIC COMMITTEE
COORDINATES WITH PASTOR, WORSHIP AND MUSIC COMMITTEE, ORGANIST, SECRETARY, GUEST MUSICIANS, PERSONNEL COMMITTEE	NOTIFY IF CONCERNS OR QUESTIONS MEMBER OF WORSHIP AND MUSIC COMMITTEE OR PASTOR
LAST REVISED NOVEMBER 2021	

JOB SUMMARY	General purpose of this position
To develop and lead the worship music ministry for Good Shepherd Evangelical Lutheran Church, in consultation with the Pastor and Worship and Music Committee, in a way that is consistent with our mission and theology.	

ESSENTIAL DUTIES & RESPONSIBILITIES	Primary duties performed, either unassisted or with reasonable accommodation. Not meant to be an all-inclusive list nor prevent other duties from being assigned as necessary.
<ul style="list-style-type: none"> • Playing musical portions of the services and accompanies the choir • Selects music: learning, practicing, or reviewing it; determine organ registrations, setting them up at the organ console and practicing them for effectiveness • Select and practice hymn accompaniments and appropriate setting for services • Maintain manual and pedal dexterity by regular practice on the organ and other instruments • Attend and/or lead choral rehearsals, rehearsing with other musicians or soloists, and preparing for all rehearsals • Selects new organ compositions to meet the special and changing needs of the services • Supervises maintenance of the organ and other musical instruments by qualified and trained professionals • Maintain the music library • Consult with participants and families for weddings and funerals • Audition and engage soloists and instrumentalists for services, weddings, and funerals • Collaborates with audio technicians to establish proper balance of all sound sources to ensure helpful and effective musical leadership in worship • Write publicity material • Pursues additional training, academic credit; private study of conducting, conducting techniques, training, and related skills • Attends meetings, conferences, and conventions of professional organizations • Arranges for substitutes during times of absence 	

KNOWLEDGE, SKILLS & ABILITIES	Minimum education, experience, technical and communication skill levels and licenses/certificates normally required to perform duties of this position
<ul style="list-style-type: none"> • Bachelor's degree in Music with five years of experience playing the organ in church related setting, or equivalent level of combined education and experience preferred • Knowledge of Lutheran liturgy and music • Has a working understanding of scripture and Lutheran Lectionary • Previous music director experience in a church setting preferred • Ability to effectively lead and teach people of different backgrounds and musical skill levels, from novice to professional 	

- Ability to organize and implement effective music ministry programs
- Knowledge of copyright laws
- Excellent communication skills

WORKING CONDITIONS & PHYSICAL DEMANDS	Typical working conditions associated with this type of work and environmental hazards, if any. The physical effort generally associated with this position
<p>GENERAL – Work is normally performed in a climate controlled building where exposure to conditions of extreme temperature, poor ventilation, fumes and gases is very limited. Noise level is moderate and includes sounds of musical instruments and office equipment. No known environmental hazards are encountered in normal performance of job duties.</p> <p>PHYSICAL DEMANDS – While performing the duties of this job, the individual is frequently required to sit, stand, see, hear, use a keyboard and speak. The individual is required to use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. Some lifting and carrying of music, binders and instruments is also required.</p>	

The above description is a broad overview of this position and not all duties may be clearly pre-defined. This job description is in no way considered a contract of employment or an altering of the employment at-will relationship.