



Minister of Music

10 hours/week, Exempt
\$13-\$15K, depending on experience
Reports to the Rector

Grace Episcopal Church in Chicago's South Loop neighborhood seeks a quarter-time Minister of Music to facilitate the church's music program and the musical expression of the worshipping congregation. The Minister of Music is less a performer than a teacher and leader of worship, who understands this position as a platform to build up the community through music. Like many churches, Grace has incorporated online worship to our congregational life and the Minister of Music is involved in managing technology during hybrid worship. The Music Minister is also responsible for leading regular, in person congregational singing and occasional small choral ensembles.

ESSENTIAL FUNCTIONS

- Selects, plays, and leads music for Sunday and Holy Day services, primarily on the church's piano
- Leads regular congregational singing and occasional small choral ensembles
- Meets with the Rector twice monthly in addition to regular phone calls and emails
- Submits music plans to the Rector and office staff by bulletin publication deadline
- Meets quarterly with the Liturgy Committee to plan seasonal themes
- Hires and directs guest musicians for special worship services and events
- Hires and prepares competent substitute musicians as needed
- Oversees the annual budget for music ministry

OTHER RESPONSIBILITIES

- Oversees maintenance of Grace's piano and music library
- Maintains and operates technology (Zoom, microphones, computer, etc) to provide the best possible musical experience for online worship
- Leads occasional Adult Forum sessions related to music

PREFERRED QUALIFICATIONS

- Formal or informal training in church music
- Awareness of the Church calendar and its distinctive liturgical needs
- Experience and knowledge of the Episcopal liturgical tradition
- Ability to play additional instruments (i.e. small percussion instruments, guitar, or orchestral instruments) to augment in person worship and online worship

PHYSICAL REQUIREMENTS

- Able to play the piano and other instruments
- Able to speak in a public forum

CORE COMPETENCIES

- **Interpersonal Skills:** Establishes good working relationships with others who are relevant to Grace's music ministry; works well with both staff and members of the congregation; builds pastoral relationships with church members individually and collectively; considers the impact of his/her actions on others; uses diplomacy and tact; is approachable.
- **Technical Expertise:** Demonstrates skill in playing piano; both reads music and improvises at the keyboard; works in a range of musical genres and styles from diverse cultures and worship sources, particularly traditional Anglican, gospel, classical, and jazz; works to develop musical proficiency.
- **Creativity and Innovation:** Generates new ideas; makes new connections among existing traditions and develops creative worship programming in line with the abilities and resources of the congregation; creates fresh approaches to music in worship; takes acceptable risks in pursuit of innovation; learns from mistakes.
- **Team Building Skills:** Conveys the importance and joy of musical expression in Christian worship; works independently as well as collaboratively with the Rector and the Liturgy Committee; works effectively with volunteers who have diverse backgrounds and varying musical abilities.
- **Verbal & Written Communication:** Is able to deliver a message (written or verbal) clearly, articulately, and in a tone appropriate to the context; speaks well in a public forum; is able to write clearly and succinctly.
- **Time Management:** Is able and willing to focus time on tasks that contribute to parish goals; uses time effectively; values time and respects the time of others; consistently meets deadlines; can appropriately balance many priorities.

WHO WE ARE

Grace Episcopal Church of Chicago is a joyful, inclusive, and welcoming congregation, with a history of progressive theology. Sunday worship is held in an award-winning, converted-urban loft in Printers Row in the heart of the South Loop. This evocative and intimate space encourages a mix of traditional and non-traditional worship. Learn more at gracechicago.org.

TO APPLY

Submit cover letter and resume to info@gracechicago.org by Friday, August 5, 2022. In your cover letter, please include your response to the question:

“How would you create an interactive musical experience that engages both an in person and online congregation at the same time?”

The selected candidate will be on probationary status pending the successful completion of a criminal background check mandated by the Episcopal Diocese of Chicago.