

MINISTER OF MUSIC

Hickory Neck Episcopal Church is seeking a Minister of Music to join our beloved parish in Toano, VA. Reporting to the Rector, the Minister of Music shall be a pastoral presence for the entire congregation, especially for those involved in the music ministry, and shall strive for musical excellence for the glory of God and the spiritual benefit for God's children. A commitment to standing as a moral and upstanding representation of Hickory Neck is a must.

ABOUT THE ROLE

- Leads congregational singing through playing the organ (a small tracker pipe organ), keyboard (Yamaha Clavinova), and conducting the choir as well as selects choral music for all regular corporate worship at our 10:00 am service
- Oversees the entire music program, including the maintenance of Parish instruments, music library and the formation of an annual budget requested to the Vestry
- Responsible for music for special festival and penitential days such as Ash Wednesday, Holy Week (Holy Wednesday, Maundy Thursday and The Great Vigil, held on Saturday evening), Christmas Eve, Christmas Day (only if it falls on a Sunday) and for other special occasions as required
- Responsible for weddings and funerals as needed and has the right to charge a fee for these events. Will have the right of first refusal for weddings/funerals if not available but must find a substitute when needed
- Responsible for recruiting, rehearsing and spiritual nurture of the Parish Choir, who sing at the Eucharist services September through May (typically three times per month) and for special services throughout the year. Also responsible for the coordination with various music ensembles throughout the summer months and special occasions. Hires instrumentalists throughout the year, when needed
- Responsible for the coordination, rehearsal, and spiritual nurture of the Choral Scholars (students from William & Mary) who sing separately and with the Parish Choir during the regular school year (Sept – May)
- Administrative duties include:
 - Hymn selections, psalm settings and service music selections
 - Supplies Parish Administrator with music for the bulletins, including copyright information
 - Provides streaming documents to post with videos
 - Conducts regular reporting to licensor organizations
 - Writes monthly newsletter article

SKILLS & ABILITIES

- Bachelors of Music, preferred
- 5+ years of experience within a Christian environment, handling music duties

- Plays the organ and keyboard
- Familiar with digital music programs, and exhibits a willingness to learn
- Comfortable with blended worship and various types of sacred music including traditional, gospel, and contemporary Christian
- Ability to deal effectively and tactfully with a wide variety of individuals – in person, by phone, and in writing
- Warm, enthusiastic, and welcoming to members and guests as expected in a Christian environment
- Ability to work independently and shows initiative to carry out the job functions
- Ability to work well with others – including members of the staff, parishioners, guests, and volunteers
- Versatility, flexibility, and willingness to adapt to changing priorities

To APPLY

Qualified candidates, please send your cover letter and resume to: Robin Axness, Parish & Communications Administrator: raxness@hickoryneck.org

For more information about our beloved historical church, visit: www.hickoryneck.org. Come join our parish!