St. Andrew's Episcopal Church
255 S. Derr Dr.
Lewisburg, PA 17837
The Rev. Kevin M. Lowe, Rector

St. Andrew's Episcopal Church, Lewisburg PA
Organist/Choir Director Position Description

St. Andrew's Episcopal Church in Lewisburg, PA, is seeking a part-time organist and choir director to coordinate and provide liturgical music throughout the year. We are a growing parish with an average Sunday attendance of 60. Our hymnody comes primarily from Episcopal hymnals (primarily *The Hymnal 1982* and *Wonder, Love, and Praise*), supplemented occasionally with selections from other hymnals. The church's organ is an electronic Rodgers model by Buch Organs of Ephrata PA.

Essential Functions:

1. Assist the Rector with the planning and preparation of liturgically appropriate music.
2. Play organ and piano for worship services on Sunday mornings, as well as at special services throughout the year, including Christmas Eve, Ash Wednesday, and Holy Week.
3. Rehearse the volunteer choir at a pre-service rehearsal on Sundays, September–May (with weeknight rehearsals as needed, to be determined with the choir). At a typical service the choir generally chants a psalm, sings an offertory anthem, and helps bolster congregational singing.
4. Work collaboratively and collegially with the Rector, administrative assistant, music ministry volunteers, and congregation.
5. Have right of first refusal to provide music at all weddings and funerals requiring organ/piano music. These services are paid as a separate fee. Other organists may play for these services only after consultation with the St. Andrew's organist.
6. Observe proper licensing rules for music used in worship and make regular reports to the licensing agencies.

Required Qualifications:

- Proficiency in organ and piano performance
- Previous experience leading a choir and playing for worship services with congregational singing
- Knowledge of historical and contemporary church music
- Ability to sight read, and flexibility to adapt music as needed based on choir attendance
- Enthusiasm for working with volunteer singers of varying ability level

St. Andrew's Episcopal Church
255 S. Derr Dr.
Lewisburg, PA 17837
The Rev. Kevin M. Lowe, Rector

- Strong communication and listening skills
- Strong organizational skills and attention to detail

Preferred Qualifications:

- Bachelor's degree in music or music education (or equivalent)
- Familiarity with Episcopal liturgy
- Skill and experience in jazz and improvisation highly desirable

Terms of Employment:
This is a part-time position estimated at approximately 3 hours per week during the summer and approximately 5-6 hours per week during the choir's season. Additional responsibilities are required for designated feast days as well as during Holy Week and Christmas.

Compensation and Benefits
Salary: $17,000 annually.
Benefits: None
Time Off: Four (4) Sundays off annually for paid vacation leave, to be arranged in advance with the rector; in addition, up to two (2) Sundays off for paid sick leave. Vacation leave cannot be taken on major feast days, including Christmas Eve, Christmas Day, Palm Sunday, Holy Week, or Easter Sunday.

Duration: This is a one-year fixed term of employment, renewable each year as long as both employee and employer desire.

How to Apply: Please submit your application to the rector, the Rev. Kevin Lowe, at rectorstandrewslbg@gmail.com. Please include a cover letter, resume/CV, recordings or links to recordings if available, and contact information for two references.