Central United Methodist Church

5144 Oak, Kansas City, MO 64112

(816) 753-1844 www.connectatcentral.com

JOB DESCRIPTION

**POSITION**: Organist

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The Organist serving Central United Methodist Church has a sincere faith in Christ that provides the foundation for work in the church. The organistleads the congregation, choir, and other musical groups in worship music, performing on the pipe organ and the piano. The organist utilizes a broad range of music in worship, including traditional hymns of the Christian church and contemporary works. The organist collaborates with the Pastor and Choir Director in creating meaningful worship experiences.

**ESSENTIAL FUNCTIONS:** Any activity of the job that cannot be removed from the job without significantly altering the nature of the position.

1. **Embraces and supports the mission of Central UMC, of connecting people to what matters most.**
2. Demonstrates passion for music and its expression in worship.
3. Collaborates with Pastor and Choir Director in planning the music ministry throughout the church year, with particular attention to church seasons and particular worship themes.
4. **Performs the music for the weekly worship service, in addition to special worship services throughout the church year, such as Christmas Eve, Ash Wednesday, and Maundy Thursday.**
	1. Selects the music for the prelude and postlude. Communicates the music selection in advance for inclusion in the bulletin and onscreen.
	2. Provides the accompaniment for hymns and incidental music for other designated times (prayer time, time with children, occasional offertories, communion, etc.).
	3. Arranges qualified substitutes for all absences.
5. **Serves as the primary accompanist for the choir, assisting with rehearsals one night weekly and as necessary for additional rehearsals around church holidays.**

**a.** Coordinate with Choir Director for rehearsals.

**b.** Arrange qualified substitutes for all absences.

**\*\* Please note that this job function will be negotiable, depending on the individual hired in our concurrent choir director search.**\*\*

1. **Has first opportunity to provide the music for additional services and events, such as funerals/memorial services, weddings, etc.**
2. Selects and performs the music for special services, if available.
3. If unavailable, assists in finding a musician.
4. Fees for these services are determined in consultation with the Director of Music, Senior Pastor, and Staff-Parish Relationship Committee. Compensation for these services is managed through the church office, where fees are collected and disbursed.

**5. Invites and encourages broad participation in the music ministry of Central, from both within the Central UMC membership and also into the community.**

**a.** Helps to create an invitational, inclusive and welcoming culture within the Central choir, seeking out new members of all skill levels.

**b.** Invites and supports musicians in our community, with a particular eye towards student musicians from UMKC and other area universities.

**6. Ensures the organ remains in good repair.**

**a.** Identifies repair needs as they arise.

**b.** Coordinates with the office to arrange repairs with contractor. Oversees repairs, if needed, and confirms that repair was successful

**c.** Informs office of ongoing maintenance needs. Informs Leadership Team if a major maintenance/repair issue is on the horizon.

**d.** Assists in maintenance of other instruments (pianos, etc.) as mutually agreed upon.

**STAFF BEHAVIORAL COMPETENCIES:**

**Describe the knowledge, skills, and abilities needed to demonstrate the behaviors expected to meet Service Excellence goals:**

1. Managing work: manages time and resources to ensure that work is completed efficiently.
2. Building trust: interacts with others in a culturally diverse environment in a manner that builds trust.
3. Building loyalty: builds productive relationships; helping to establish loyalty and improve satisfaction.
4. Team success: actively participates as a member of the team who works with others to meet team goals.
5. Judgment: uses sound judgment, including others when necessary, when making decisions.
6. Flexibility: adapts well to changing circumstances, especially rare but unavoidable last-minute changes.

**COMPENSATION:**

* The Organist is a part-time position, with an annual pay of $15,000. Vacation time is as outlined in the employee handbook.

**To whom does this position report?** Pastor

**What positions are supervised by this position?** None