

Good Shepherd United Methodist Church

Position Description

Position: Music Accompanist
Report To: Minister of Music and Traditional Worship
Responsible to: SPR
Leadership Team: Worship Committee
Salary:

SUMMARY STATEMENT

Support the music ministry as the piano and organ accompanist for all Good Shepherd services and church wide events.

PRINCIPLE JOB FUNCTIONS

Accompaniment:

- Provide music for Sunday morning worship services – currently 8:15 a.m. and 9:30 a.m. Music provision includes, but is not limited to: preludes, hymns, worship songs, accompaniment of choral anthems, offertories, and incidental music for baptisms and communion. On occasion, there may be a substitution of hymns or songs than what was scheduled. In such instances, the accompanist should endeavor to be as flexible as possible
- Provide accompaniment for all regularly scheduled choir or ensemble practices.
- Provide music, when requested, for occasional, scheduled services or choir concerts. Examples of special scheduled services include, but are not limited to: Easter Sunrise, Christmas Eve (three services – currently set for 5 p.m., 8 p.m. and 11 p.m.), Maundy Thursday and/or Good Friday services. It is assumed that you will be available for all services. All scheduling conflicts must be made known to the Music Minister as far in advance as possible.
- Provide music, when requested, for weddings (*you must negotiate fees with couple*) and funerals held at Good Shepherd.
- Attend scheduled coordination meetings, either by e-mail, cell-phone or in person, with Music Minister as needed.
- Provide input, opinion and suggestions for worship planning to Music Minister and Pastor.
- Participate in any scheduled choral non-music activity such as cook-outs, picnics, holiday get-togethers as your time permits.
- Perform other music duties as needed.

General Administration:

- Maintain the Baldwin piano (located in the choir room) and the organ. Maintain the grand piano in the Celebration Center: dusting, “watering” and clean-up of area after services.
- Assist with the care, maintenance, and setup of other music equipment such as music stands and orchestra lights, if assistance is requested.
- Attend Worship Committee meetings as requested and as your schedule permits.
- Assist Pastor, Worship leaders, and Music Director as needed with Music Program
- Preparedness: The accompanist must be adequately prepared for rehearsals and Sunday morning services. If circumstances arise that prevent preparation, the accompanist must relay that information to the Music Minister and provide an explanation, if one is requested.
- Punctuality: The accompanist shall arrive at least ten (10) minutes before the beginning of all services and rehearsals. If a circumstance arises that causes tardiness, it is the accompanist’s responsibility to

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contact the Music Minister before such service or rehearsal to give notice of late arrival. This contact must be to the Music Minister's cell phone, not to the church's main number.

- Demeanor: The accompanist should exhibit professionalism during rehearsals and services.

Vacation:

2 weeks paid. Accompanist will be expected to serve for fifty (50) Sundays each calendar year and will be allowed two (2) Sundays off with pay. Any other time off, except for sick leave, will need to be arranged with the Music Minister. Responsible for providing adequate notice for planned time off, and to secure a suitable substitute accompanist.

Hours:

Approximately 10 - 15 hours per week