



Job Title: Organist (part-time) Classification (Salaried, exempt)

Reports to: Director of Music, who in turn reports to the Rector

St. Luke's Episcopal Church is a constituent member of the Episcopal Diocese of Chicago and part of the Anglican Communion. The church was founded in 1885 and built its current campus over the course of the early 20th Century. St. Luke's is one of very few all-volunteer, English-cathedral-caliber choirs in the world. Musical instruments include a Skinner organ, a Wilhelm chamber organ, and a Mason & Hamlin piano. The church welcomes all people inclusive of age, race, education, economic status, sexual orientation, gender identity, and special needs.

Our pipe organ, Opus 327, built in 1922 by E.M. Skinner, is often recognized as being one of the finest in the United States. It not only provides essential and varied accompaniments and voluntaries for services but also attracts renowned recitalists.

Position Description

Under the supervision of the Director of Music, manages and coordinates the care and maintenance of musical instruments, performs at liturgies, including the main eucharist on Sunday mornings, Evensongs, Lessons & Carols, Christmas, Easter & Holy Week, and select special liturgies on a 12-month basis. Accompanies the choir in said liturgies and choral rehearsals on Mondays & Thursdays and any extra rehearsals as assigned. Independently selects voluntaries and other musical offerings on the organ.

Essential Duties and Responsibilities

- **Assist the Director of Music in the musical training of youth and adults for St. Luke's liturgies**
- Ensure excellent organ music at St. Luke's liturgies
- Accompany the choir's rehearsals: two weekday rehearsals, and warm-up prior to services, and other rehearsals as assigned
- Accompany the Training Choir's rehearsal when assigned, typically not more than once per month
- Research/purchase new organ music as budget permits
- Assist the Director of Music in administering the RSCM program
- Accompany the choir at the annual treble summer camp
- Accompany the choir in tri-annual cathedral residencies; perform all liturgical functions as organist as required during these residencies
- Work within the music budget in consultation with the Director of Music
- Contribute organ music to the "Music List" in a timely manner
- Contribute to shared staff and church calendars as appropriate
- Coordinate the care and maintenance of Skinner's Opus 327 pipe organ and the Wilhelm portativ in accordance with established church policies and contracts, and in consultation with the Rector, Director of Music, and the board and personnel of Opus 327 NFP
- Coordinate the care and maintenance of two grand pianos
- Provide organ music for weddings and funerals held at St. Luke's in collaboration with the Rector and associate priests, or arrange for a substitute, if unavailable. (Pay for weddings, funerals, and memorial services is compensated additionally, based on an established fee schedule.)
- Attend and participate in weekly staff meetings and other meetings as needed with colleagues and volunteers

- Report at/attend Vestry meetings as requested/ required
- Select, study and perform organ and service music and accompanied choral music
- Educate/communicate with the parish through established communication channels, plus occasional articles and presentations
- Promote St. Luke's sacred music program
- Serve on and/or liaise with committees and boards as needed for liturgy and sacred music
- Arrange for a suitable substitute when absent, in coordination with the Director of Music
- Complete all diocesan trainings as requested by Rector
- Engage in best practices related to organ and sacred music
- Other tasks as requested by the Rector or the Director of Music

Position Specification / Requirements

Education:

- Master's Degree in Organ preferred; Bachelor's Degree in Organ required

Special Skills:

- Superlative organ skills, including the accompaniment of choirs in anthems and Anglican Chant, and sensitive and creative playing of hymns
- Facility with persons of all ages
- Commitment to preservation and promotion of sacred music at St. Luke's
- Good written and verbal communication skills
- Ability to communicate effectively with all staff and parishioners
- Must be committed to the mission and goals of St. Luke's Church
- Facility with Microsoft Office, G-Suite, and other software packages and platforms as needed for creating, editing, and collaborating on documents and budgets with colleagues
- Facility with Zoom and other applications as needed for remote communication and collaboration with colleagues
- Excellent discretion and collaboration
- Excellent organization skills and the ability to complete work on time, independently, and with minimal supervision
- Must be willing to work evenings, weekends, and holidays.
- This job requires occasional local and international travel
- The additional physical requirements of the job include the ability to climb stairs

Salary

Please submit salary requirements with a cover letter. This is a 12-month, part-time position estimated at 15 hours/week.

Benefits

Vacation days: Four Sundays: two in the summer and two in the program year with related rehearsals; schedule to be arranged with the Rector and Director of Music.

Application Process

Send résumé and cover letter to choirmaster@stlukesevanston.org. Semi-finalists will be asked to submit video recordings and invited to a videoconference interview; finalists will be invited for a live audition and interview at St. Luke's Church.