



Lake Jackson, Texas
Job Description - Organist

Job Title: Organist

Reports To: Director of Music

Position Status: Part Time, non-exempt

Purpose:

The Organist is responsible to the Rector through the supervision of the Director of Music for the total music ministry of the entire church.

Responsibilities:

- Coordinate with the Director of Music and the Rector in planning, preparing, and playing music appropriate to each service of worship.
- Prepare appropriate music for all annual special services: Ash Wednesday, Maundy Thursday, Good Friday, and two Christmas Eve services and others as determined by Rector.
- Prepare sufficiently for optimum performance on the organ or piano for both rehearsals and worship.
- Be responsible for reporting repairs and maintenance required of the church owned musical instruments including the organ, pianos, bells, and any electronic keyboards.
- Accompany scheduled rehearsals of the Senior Choir, Joyful Noise, handbell, and the Children's Choir.
- Accompany soloists in worship as needed.
- Provide special music as needed.
- Play for special gatherings of the church when requested by the Director of Music.
- Play for funerals or weddings as available. (Compensation handled separately)
- Work with Director of Music to secure appropriate substitutes for worship services or special events when not available.
- Other duties as assigned by Director of Music.

Leave: The Organist will have two Sundays off annually. Two weeks of sick leave are available as needed.

Evaluation: Performance reviews will be conducted annually by the Rector as the head of staff, with the assistance of the Senior Warden and Director of Music. The parish leadership will annually review the adequacy of compensation.