

Role Description – Music Facilitator – Faith United Church

Faith United is a congregation in the suburban community of Courtice. There is an established adult choir, a men's group, and musical talent both vocal and instrumental in the congregation. The church also contains the following instruments; 2 upright pianos & a Heintzman grand piano, a three manual Casavant Freres pipe organ, 2 digital keyboards, a drum set, and variety of other percussion instruments. There is currently an average regular attendance at morning worship of approximately 150, and this is anticipated to grow. Faith United's members are primarily middle aged and older with a growing complement of younger families. We are looking to continue to nurture and further develop a healthy and growing music program in the life of the congregation and in the community.

Purpose of the Position:

The Vision for Music document and Faith's Mission Statement will guide our Music Facilitator's work in contributing to an inspirational environment. The Facilitator provides and actively seeks out complementary musical talent and gifts enabling individuals to express their Christian faith in public worship through music and song. The Facilitator will be an active resource to the Worship Committee helping to cultivate the musical life of the congregation.

The Role of Music in the life of this congregation:

Music at Faith provides support for the congregational singing and serves as a medium for the celebration of our faith. It augments the key themes of the service in the sermon, the prayers, and the scripture readings while offering a variety of music styles. We call that "blended" worship. Music also occurs outside of worship and is included in our vision as a component of the life of the congregation and the community.

Qualifications:

A combination of formal education and experience that demonstrates that the candidate has the knowledge, skills and abilities to perform the requirements of the position such as:

- Formal Music education such as a Bachelor's degree in music and/or ARCT, CRCCO, ARCCO.
- Demonstrates the ability to play the pipe organ and piano and a willingness to utilize other instruments including percussion.
- Demonstrates the ability to lead/teach/conduct our choir(s).
- Demonstrates the ability to play traditional and current/contemporary music styles
- The ability to play other instruments would be an asset.
- Demonstrated experience showing initiative, creativity and interpersonal skills working with volunteers and ministry staff
- Ability to work collaboratively with other churches would be considered an asset

Accountability:

The Music Facilitator is accountable to the Faith Council and is under the general direction of the Worship Committee and serves as a resource for this committee.

Cooperation & Collaboration:

Internal – Ministry & Personnel Committee, the Minister, Worship Committee, Choir(s), Faith Journey Resource Committee, Joyful Noise children's program, and the congregation at large.

External – other musicians, choir directions, music directors/co-ordinators/facilitators

Areas of Responsibility for the Music Facilitator:

In cooperation with volunteers, the Facilitator is responsible for:

1. Worship and Choir(s)

- 1.1 Provide musical accompaniment for worship services.
- 1.2 Lead the choir(s) fostering an environment of fun and fellowship while encouraging strong musicality and spirituality.
- 1.3 Enable and train others to share in the offering of worship music.
- 1.4 Initiate new musical groups in the congregation and assist in their development.
- 1.5 Introduce a broad range of music as indicated in the Vision and Mission statements for Faith's music program.
- 1.6 Prepare for and lead weekly evening rehearsals for the choir(s) between September 1 and June 30.

2. Administration

- 2.1 Build on the music program at Faith United.
- 2.2 Continue the strategy of introducing a range of music styles that support worship.
- 2.3 Meet weekly with worship leaders and/or ministerial staff in planning the role of music in worship for the weeks ahead (the final responsibility lies with the minister).
- 2.4 Build an inventory of musical talent and interest (choral, instrumental, conducting) from the congregation and invite and assist those willing to share these talents.
- 2.5 Provide direction to those who offer music in worship to better understand the role of music in worship as well as the importance of selecting music, preparation and rehearsal.
- 2.6 Meet with committees, as necessary, to assure effective planning and co-ordination of music for public worship and other occasions.
- 2.7 Attend, and fully participate in, all Worship Committee meetings and act as a resource to the Worship Committee.
- 2.8 Liaise with Faith Journey Resources Committee and Program Calendar to ensure good communication in program planning.
- 2.9 Be responsible for presenting, through the Worship Committee a budget for the music programme e.g. music, guest musicians, and maintenance of instruments.
- 2.10 Be responsible for identifying the need for and scheduling of maintenance of the church instruments through the Worship Committee.
- 2.11 Be responsible for requisitioning payment of annual music licenses and reporting music usage.

2.12 Attend Council meetings on occasion, at the request of Council, to provide an update of accomplishments and plans for the year, with additional attendance as needed (relating to additional musical events/endeavours).

3. Other music in the life of the congregation and community

3.1 Make use of musical talent of individuals/groups from outside of the congregation who are willing to share their talents enhancing various occasions. Where payment for this is required, it is expected to be within the music budget or with advanced approval from the Worship Committee.

3.2 Assist with/facilitate other musical activities as time permits e.g. concerts, Christmas pageants, musical theatre/events.

3.3 Provide or facilitate the accompaniment of music for weddings and rehearsals (within the wedding policy of the church) and funerals.

3.4 Support and/or participate in alternative worship services such as "Sunday Night Worship" (contemporary).

Employment Specifics:

Hours per week:

Permanent part-time position – requires an average of 14 hours per week, 52 weeks per year.

Salary:

To be negotiated at time of hire using the United Church of Canada's current salary guidelines for Ministry Personnel.

Benefits:

The church may be used as a location for the Music Facilitator to teach music (vocal and/or instrumental). Use is scheduled in coordination with overall church activities and subject to space availability. This would offer the Facilitator an opportunity to expand business avenues and also meet Faith's vision of serving others and being a central place in the community.

Professional development support available.

Eligible for medical/dental coverage in accordance with the United Church of Canada's benefit plan for part-time employees, as well as participation in the UCC pension plan.

Vacation:

To be negotiated. Music Facilitator is responsible for providing a substitute (to be paid through Council).