

Employing Organization Information

Organization: St. Luke's Episcopal Church
Street Address: 410 N. Main St.
Jamestown, NY 14701
Contact Name/Title: Luke Fodor, Rector
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Church/Congregation: The church building itself is a 130-year-old national historic landmark with a Medina sandstone block façade and imposing clock belltower, centrally situated on the crest of a hill in the heart of downtown Jamestown, that is a prominent landmark visible from many parts of the hilly city.

St. Luke's is a mid-sized congregation of diverse people rooted in the Episcopal tradition, seeing our primary values as Christ-centered, invitational, other-oriented, authentic, and thoughtful. We express those values in our worship, ministry outreach, creative partnerships in the city, formation, and community events. From a place of abundance, these all enable us to grow our capacity for vital and life-giving, Christ-centered ministry in the region. Musically, St. Luke's is blessed with a congregation that values good music, a magnificent Aeolian-Skinner organ, a full peal of bells, an enthusiastic adult choir, and a pool of talented parishioner musicians, both vocal and instrumental. In short, we offer a rich musical tradition with potential for growth.

St. Luke's, through a new partnership with Journey's End Refugee Resettlement agency and the arrival of asylum-seeking Colombian community, is exploring multicultural ministry and an appreciation of different musical cultures.

Position Information

Position Title: Minister of Music (Organist & Choirmaster). 3/4-time position

Position Summary: St. Luke's has been blessed over the years with musicians who have set a high musical standard. In our next Minister of Music, we seek someone of comparable talent and dedication, who will be able to lead the congregation musically in a joyful expression of our Anglican tradition as well as play and oversee the upkeep of our Aeolian-Skinner organ, Steinway concert grand, and other instruments. We seek someone who is a team player, can adapt to different people and personalities, has a sense of humor, and is not afraid to be creative. The Minister of Music works closely with the clergy in worship planning and is responsible for choosing all choir and instrumental music as well as recommending hymns for Sunday worship. The Minister of Music presently directs an adult choir and recruits and oversees parishioner and guest musicians, especially young people, to share their musical gifts, when appropriate. This candidate should have at least a bachelor's degree in music and a minimum of three years of experience.

DUTIES AND RESPONSIBILITIES

LITURGY AND MINISTRY

- Serve as the principal organist and music director at Sunday 10am worship services, as well as occasional midweek, weekend, and special seasonal services.
- Align the musical program and ministry with the larger strategic vision of St. Luke's.
- Program and oversee the planning of all hymns, service music, and other musical repertoire used in liturgies, at the direction of and in collaboration with the Rector.
- Nurture the well-being of the entire music program and every person involved, helping each person to use their gifts to the Glory of God. Create a sense of community among all musicians, fostering an atmosphere of care and support.
- Engage in strategic planning and goal setting for the music ministry, in consultation with the Rector.

- Guide the congregation and choir in deepening our musical repertoire by incorporating music from a variety of diverse sacred traditions.
- Rehearse, provide, and oversee all choral, instrumental, piano, and organ music for services, including, but not limited to, Sunday worship, midweek, weekend, and community services and pastoral services of marriage and burial.
- Recruit and develop choir members, offering regular opportunities for singers to participate in our liturgies.
- Oversee the recruitment and management of occasional guest singers, instrumentalists, and musicians (paid or unpaid).
- Collaborate with the children's and youth formation programs of St. Luke's as appropriate.
- Partner with others in the Jamestown and Chautauqua County arts and music community and with other musicians in the religious and diocesan community.
- Program a variety of concerts, guest artists, and recitals to supplement the regular liturgical life of St. Luke's.

ADMINISTRATIVE

- Plan and administer the music budget and work closely with the Treasurer and Rector in these processes.
- Oversee the maintenance and care of all St. Luke's musical instruments and choral vestments.
- Coordinate with the Parish Administrator to ensure that all involved in the music program stay up to date with required Safe Church, Safe Communities training (designed to aid in the recognition and prevention of abuse, neglect, or misconduct toward children and adults).
- Coordinate with the Parish Administrator and Rector on bulletins, promotional materials, and communications.

ADDITIONAL DUTIES

- Attend staff meetings and keep regular in-person office hours to collaborate with fellow staff members as well as parishioners and community members.
- Build the common life of our parish by being present for occasional weeknight and some Saturday meetings/events and during coffee hours on Sundays.
- Support and nurture his/her colleagues in our mutual ministries through prayer, honest feedback, care, and transparency, following the culture of St. Luke's.
- Perform other related tasks as assigned by the Rector.

EDUCATION AND/OR EXPERIENCE

- A graduate or professional degree in Organ Performance, Sacred Music, or related field desired; and three plus years of related experience; or equivalent combination of education and experience is required.
- Previous experience directing a music program essential to the operations of an organization is a "plus."

CHARACTERISTICS

- Christ-centered and concerned with one's own spiritual, personal, and professional growth.
- Collaborative while also self-directed.
- Knowledgeable about the Anglican and Episcopal traditions and informed on new music and movements within the church.
- Deeply caring about the adults, youth, and children in the music program, who can teach, nurture, inspire, and challenge them to achieve their maximum potential.
- Willing to take risks and be creative and learn from mistakes.
- An effective and clear communicator.
- Respectful of diverse peoples and opinions.
- Adaptive in regard to shifting priorities.

- Adept with technology, including, e.g., Zoom, Apple/Mac operating systems and accompanying word processing, Google Mail, Google Drive, One License, and Finale. Ability to operate a printer and copy machine, scanner, and other office equipment.

OUR INSTRUMENTS

St. Luke's is home to an array of instruments, including one of the finest pipe organs and concert grand pianos in the region.

- **Aeolean-Skinner, 1957, Opus 1303:** Pneumatics replaced by electronic digital system in 1996. 2021 upgrades: new console; Peterson Control Software; Walker digital stops (4 replaced, 17 new, 8 antiphonal). For history, description, & stops list, go to <https://pipeorgandatabase.org/OrganDetails.php?OrganID=28454>
- **Steinway (model B) concert grand piano:** A parishioner memorial gift; personally selected by the Minister of Music at the Steinway showroom in NYC; delivered July 2022; formally dedicated September 2022.
- **Paul Fischer pipe organ:** 2 ranks, 96 pipes, 48 notes; donated in memory of former Rector George F. O'Pray in 1986 for the chapel.
- **Boston (by Steinway) full upright piano:** Selected by the Minister of Music for the chapel; purchased new in 2019.
- **Wissner 7-foot grand piano:** Donated in memory of a former Minister of Music by his family; located in the Undercroft for use at parish and community events.

Use of the church's instruments for private students is negotiable.

Position Commitments

Weekly Services:	2
Weekly Rehearsals:	2-3 (1-2 of them on Sunday mornings before and after the 10:00am service)
Special Services:	6-10 per year (in addition to Holy Week)
Ensembles:	Adult Choir, Children's/Youth Choir
Number supervised:	N/A
Hours per Week:	30

Compensation Information

Annual Salary:	\$45,000 - \$60,000 (negotiable, based on experience and qualifications)
Benefits:	1 Week of Paid Continuing Ed, 4 Weeks of Paid Vacation Benefits,
Health Benefits:	80% of Health Insurance Premium for 1 individual (based on the Diocesan Insurance Plans); Pension Plan Contributions (after 6 months of service)

Application Process

Application Submission: Submit Resume/Curriculum Vitae and any supporting information, performance video(s) that includes hymns and conducting, and the names and contact information of 3 references by e-mail to the Rector at his e-mail address or by U.S. mail to the church address.

Application Timeframe

Position Posted on:	May 17, 2024
Response Deadline:	June 16, 2023
Position Available:	July 15, 2024

Our Community

Jamestown sits at the southern base of Chautauqua Lake near the historic Chautauqua Institution and, in addition to the activities available on the water, it boasts a Community College, Business College, and an eclectic downtown arts scene that includes the recently founded Chadakoin Chamber Ensemble for which St. Luke's serves as a concert venue. With 30,000 city residents and 134,000 in all of Chautauqua County, Jamestown, as the largest city, offers a charming mix of a close-knit, small-town environment and a small-city, urban-like feel, where it is easy to develop a sense of connectedness to people from many walks of life. Yes, we face an aging population and the same economic and social challenges found in nearly every city, but the quality of life here is good, and the cost of housing, and living in general, is comparatively low. The city, like our congregation, is a mix of people who love music, the arts, education, sports, outdoor

adventures, and a host of other interests. The area includes several fine school districts and an acclaimed public library system. With the lake in our midst and mountains nearby, it's a picturesque corner of New York State that is full of life in four distinct seasons.