

Christ Church Charlotte

---

**Assistant Director of Music & Organist**

# Assistant Director of Music & Organist

The Assistant Director of Music and Organist assists the Director of Music with all aspects of the music programs of Christ Church.

Specific accountabilities include:

## **GENERAL**

- Maintain regular office hours; Tue-Fri, with Wed-Thu evening rehearsals and as needed on weekends
- Attend Rector's staff meetings weekly in order to have an overview of all parish functions and programs communicating as necessary those affected by decisions or planned activities.
- Attend monthly Liturgical Commission meetings.
- Collaborate with Director of Music in planning all music for worship including service music, hymns, choral anthems and organ repertoire for the church year.
- Assist Music Program Administrator in the management of the music library, procurement of new music, distribution of music and maintenance of library.
- Assist Music Program Administrator with proofreading and production of bulletins and concert programs.
- Assist with articles for the Disciple and News and Notices regarding the music program in cooperation with the Director of Music.

## **ORGANIST**

- Play standard organ repertoire for all regularly scheduled services, feast days and other special services of the church in collaboration with the Director of Music.
- Accompany at the organ or the piano The Christ Church Choir, The CC Schola Cantorum and the Children's choirs in services, concerts and on tours.
- In collaboration with the Director of Music, play for funerals at no additional fee.
- In collaboration with the Director of Music, consult with families in planning music and play for weddings with an additional fee.
- Arrange for substitute organists, from an approved list, as necessary.
- Assist in recruiting other instrumentalists when needed and rehearse with them when appropriate.
- Prepare and play occasional concerts.

## **CHOIR DIRECTOR**

- Participate as directed by the Director of Music in weekly choir rehearsals to prepare for services and to educate choir members in Anglican Episcopal liturgy.
- Participate in annual choir retreats, choir camps and choir tours as determined by the Director of Music.
- Assist in recruitment of new volunteer and professional choir members
- Tutor small groups and individuals in music theory, sight-singing and RSCM Assessments.
- In the absence of the Director of Music, supervise section leaders and volunteers in the music program
- In the absence of the Director of Music be prepared to lead and accompany all rehearsals and services.

## **REQUIREMENTS**

- Master's degree in music
- Significant accompanying and choral experience, competency in solfege preferred
- Proficiency in either Finale or Sibelius preferred



# Participate In Our Search

If you would like to apply for this position, please submit your resume and cover letter to **christchurchcharlottemusic@gmail.com** by May 15, 2018.

## Our Timetable

Application Deadline: May 15, 2018

Interviews: June 2018

Start Date: July 2018





# Our Worship Services

On Sundays, six different services in a variety of styles are offered:

- 7:30 AM      Holy Eucharist (Rite I) (without music)
- 8:45 AM      Holy Eucharist (Rite II)  
                  Contemporary Eucharist
- 11:15 AM    Holy Eucharist (Rite II) - 1st, 3rd and 5th Sundays  
                  Morning Prayer - 2nd and 4th Sundays  
                  Discovery Eucharist (for families with young children)
- 5:00 PM      Holy Eucharist

In addition, we have three weekday services (without music):

- Tuesdays 6:00 PM    Holy Eucharist in the Chapel
- Wednesdays Noon    Holy Eucharist with Healing Prayer in the Chapel
- Thursdays 7:00 AM    Holy Eucharist in the Chapel

And of course, numerous weddings, funerals, and special liturgies are celebrated. Many of our services are also live-streamed online for those who are unable to join us in person.



## Learn More About Us

**CHRIST CHURCH CHARLOTTE** | [www.christchurchcharlotte.org](http://www.christchurchcharlotte.org)

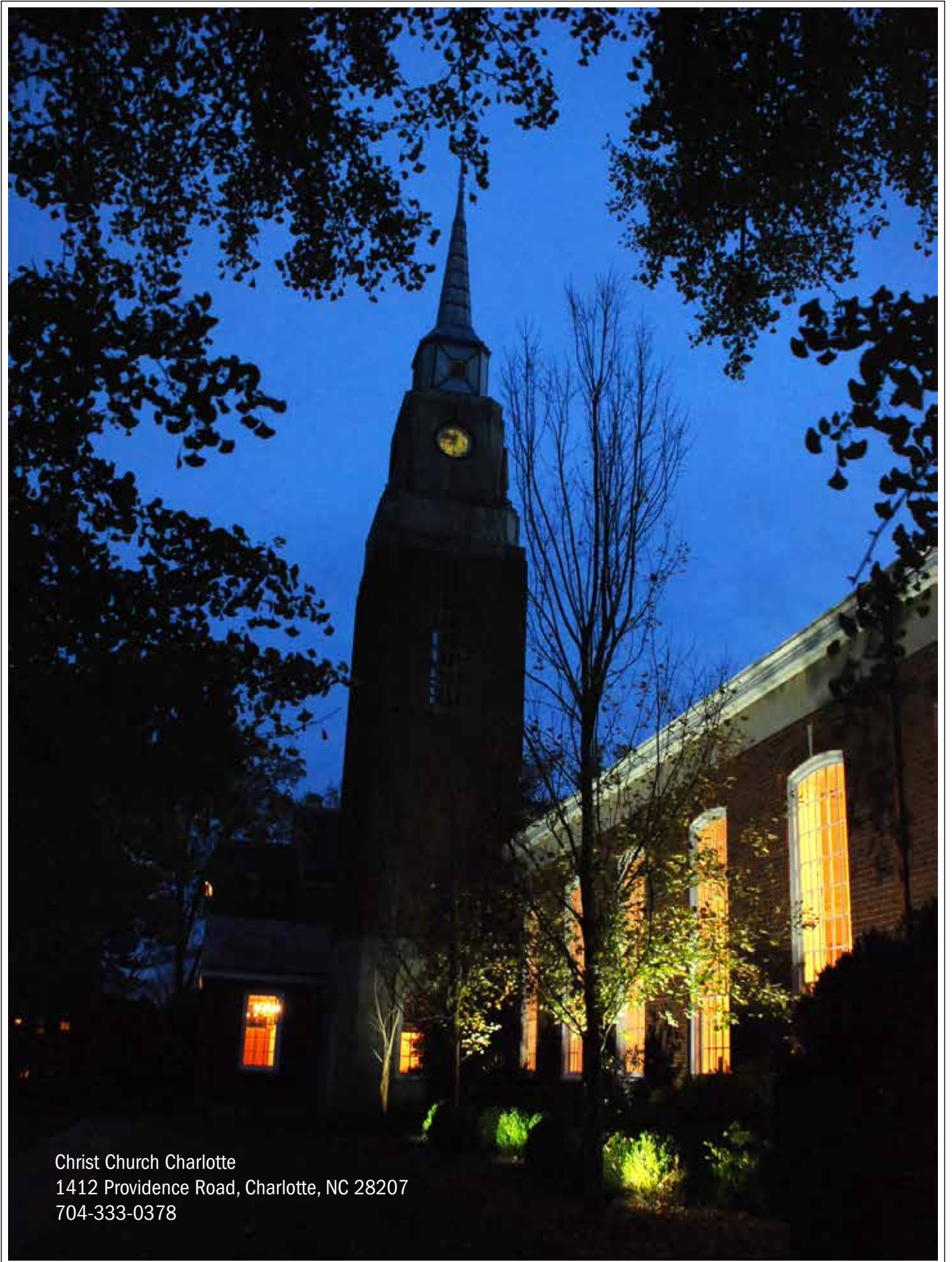
In 1943, Christ Church Mission, Charlotte, was formally recognized by the Diocese of North Carolina with 98 families. Today our Church has a diverse and passionate membership of over 5,600. We're located in the beautiful neighborhood of Myers Park, a fifteen-minute drive from uptown Charlotte. Visit our website to find detailed information about our congregation, worship, formation, core values, and our finances — including our five-year plan called “Leap of Faith.”

**THE DIOCESE OF NORTH CAROLINA** | [www.dionc.org](http://www.dionc.org)

The Episcopal Church in central North Carolina is composed of 49,000 persons gathered into 117 congregations and nine campus ministries throughout 38 counties in the central part of North Carolina. Our diocese is divided into three regions and seven convocations, each headed by a dean. On an average Sunday, more than 15,000 gather to worship across our diocese. On the website you will find information about our diocese and state history, geography, population, economy, education and recreation.

**CHARLOTTE, NORTH CAROLINA** | [www.charlottesgotalot.com](http://www.charlottesgotalot.com)

In 2016, the population of Charlotte was 836,973, making it the 17th largest city in the United States. The metropolitan area has a population of 2,426,363. The city is a major U.S. financial center, boasting the headquarters of both Bank of America and the East Coast operations of Wells Fargo. Charlotte is also home of the Carolina Panthers of the National Football League, the Charlotte Hornets of the National Basketball Association, Carowinds amusement park, and the U.S. National Whitewater Center.



Christ Church Charlotte  
1412 Providence Road, Charlotte, NC 28207  
704-333-0378