



ALL SAINTS —HOLLAND— ANGLICAN CHURCH

Director of Music

Purpose: The Director of Music will be responsible for serving the overall vision for worship at All Saints by executing the musical elements of the weekly Sunday eucharist and other services as needed.

Within the overall vision, it is important to note that the music director is not a “worship leader,” as that role falls to the Rector and the clergy alone. Their role is to prayerfully realize that vision musically with excellence and faithfulness, and to exemplify a posture of humility, reverence, and prayerfulness in worship.

Position Structure:

- Part-time (approx. 7-10 hrs a week)
- Year-Round
- Monthly Stipend
- Benefits not available

Position Accountability:

The Music Director reports directly to the Rector.

Guidance for this position will also be provided by the Director of Operations as needed

Leadership Culture of All Saints Holland

All Saints staff members are to be confirmed Anglicans and are encouraged to fully participate in regular church rhythms that support personal and family spiritual development, including rule of life habits, regular prayer and church attendance, generous giving, and active involvement in a home parish.

Role and Responsibilities

The primary role of the All Saints Music Director is to ensure that the incorporation of music into any All Saints activity serves the overall vision for worship at the church.

Essential Job Functions and Duties:

The Director of Music shall serve the overall vision of worship and formation of All Saints by

- Working with the operations team to assign musicians to particular services and events
- Facilitate musical rehearsals as needed
- Choosing songs that are:
 - Consistent with the skills and gifts of the assigned musicians
 - Singable for our congregation
 - Appropriate for the liturgical and seasonal rhythms of the church
 - Conducive to maintaining a focus on the Word and Sacrament
 - Ethically and legally consistent with copyright laws and expectations
- Ensuring that the operations team receives lyrics and music for weekly song sheets
- Leading, or accompanying vocalists, on Sundays where other leaders or accompanists are unavailable and by being available for last minute changes
- Providing musical leadership/accompaniment, upon request, for special services, weddings, and funerals
- Recruiting, preparing, and encouraging young and new musicians
- Identifying opportunities for musical collaboration and creativity in light of seasonal changes
- Keeping accurate records of song use and license data needed for copyright compliance
- Assisting with resources for musicians, and making recommendations for replacing and improving those resources
- Developing a system for organizing and sharing music with musicians, clergy, and the congregation
- Looking for ways to streamline how musicians lead musically and how members of the congregation follow.
- Composing and sharing, as appropriate, original pieces for use in the reading of psalms, in following the liturgy, and in recognizing church seasons
 - The Music Director may also review the efforts of others in the congregation to do this.
 - The Music Director may also compose and transcribe alternative arrangements to improve the accessibility of technically challenging songs
- Working with other musicians and church members to help the congregation grow in choral singing
- Creating a catalogue of video/audio resources for leaders to learn from, especially for liturgical music

Required Qualifications

- Confirmed Anglican (ACNA) and Member of All Saints Holland in good standing
- Committed to All Saints vision for liturgical worship and spiritual formation
- Ability to sing *and* play either guitar or piano
- Extensive knowledge and skilled application of musical notation, intonation, rhythm, dynamics, and other foundational elements of music
- Ability to maintain musical continuity across a given service and within a particular season
- Able to read music and improvise on their given instrument appropriately
- Familiarity with a broad range of church/sacred music genres and styles
- Some form of formal music education
- Ability to actively engage the congregation during worship through music
- Excellent communication skills, verbally and in writing
- Personable and approachable, not easily angered or frustrated
- Ability to lovingly teach and train others as needed
- Ability to lead worship using music from multiple historical time periods and styles
- Basic knowledge of audio/visual technology as it pertains to the use of music in worship
- Experience with Microsoft Office, including Excel, Word, and PowerPoint.
- Punctual and reliable
- Self-motivated and creative
- Be able to pass a criminal background check

How to apply

Please send a resume and cover letter describing your life and commitments as a Christian, your relationship to All Saints, and how your skills and experience correspond to these qualifications to jbowman@allsaintsholland.org.

Questions about All Saints' vision for worship and music can be sent to Fr. Brian at b+@allsaintsholland.org

Questions regarding policies, procedures, and the hiring process should be addressed to Josh Bowman at jbowman@allsaintsholland.org