



ST ALPHEGE CHURCH, SOLIHULL

DIRECTOR OF MUSIC AND ORGANIST

JOB SPECIFICATION

The role of Director of Music and Organist will essentially, but not exclusively, require you:

- To enhance our worship by directing the music at Sunday services.
- To rehearse the choirs and band in a variety of combinations.
- To train choir children for the RSCM Voice for Life Awards.
- To play the organ for some services, by arrangement.
- To play the organ, or arrange a deputy, for weddings and funerals.
- To direct the choirs on occasional Saturday trips to Cathedrals or Abbeys.
- To direct the choirs on their Cathedral Summer Tours (one or two weeks, annually).
- To recruit new choristers by holding recruitment events and through links with local schools.
- To plan and prepare music for services, in collaboration with the incumbent.
- To plan and prepare termly schedules and monthly music lists, and to communicate these with church staff, choir members and parents.
- To be responsible for the care, well-being and safeguarding of choir members whilst under your direction.
- To oversee the supervision and care of the church's organ, musical instruments and music library.
- To liaise with and support the work of The Friends of St Alphege Music.
- To attend bi-monthly meetings of the Children, Youth and Safeguarding Committee of the PCC, and monthly meetings of the All Age Worship Team.
- If other work commitments allow, to attend weekly staff meetings (currently Tuesday mornings).

The notional commitments below are to give an idea and understanding of the scope of the role:

	Hours
Sundays	
Two / Three services plus rehearsal time	4 / 6
Practices	
Thursdays 5.00pm – 7.30pm Junior Boys, Junior Girls, Ladies	2.5
Fridays 5.30 – 8.30pm Boys, Girls, Men	3
Weekday Holy Days	
(1.5 hours each averaged over the year)	0.5
Other	
Administration, Planning, Recruitment, Practice, Meetings	4
Total Hours per Week	<hr/> 14 / 16