

# CORNERSTONE ANGLICAN CHURCH

## greenhouse

### **JOB TITLE: DIRECTOR OF WORSHIP**

**WORK WEEK:** This position is a part-time, 10-12 hours/week position. The Director of Worship will coordinate worship for services on 48 Sundays annually, as well as for Ash Wednesday, Holy Week services (listed below), Lessons and Carols, and Christmas Eve. Sick time to be taken as needed and as arranged with your Supervisor. The Director of Worship will receive a monthly stipend from Cornerstone Anglican Church based on his/her experience and skill set.

As Director of Worship for Cornerstone Anglican Church (CAC) in Portage Park, he/she will report directly to the Location/Executive Pastor and submit to the Senior Pastor's vision and direction for the Parish and the congregation.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

#### COORDINATE MUSIC AND MUSIC/SOUND TEAMS FOR WEEKLY WORSHIP GATHERINGS/SPECIAL LITURGICAL SERVICES (2 hrs./wk.)

- Collaborate with the Location Pastor, preacher, and other staff as appropriate to organize for worship gatherings music appropriate to the liturgy and season
- Schedule musicians and vocalists to lead music for all services
- Schedule a sound technician for all services
- Coordinate music during service for 48 Sundays annually

#### EXECUTE THE MUSICAL PORTIONS OF WORSHIP SERVICES (5 hrs./wk.)

- Lead music for our 9AM and 11AM services for 48 Sundays annually
- Lead music for all high liturgical services, specifically the following:
  - Lessons and Carols
  - Christmas Eve
  - Ash Wednesday
  - Palm Sunday
  - Maundy Thursday
  - Good Friday
  - Easter Vigil
  - Easter Sunday

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- Pentecost
- All Saints' Sunday

### ATTEND STAFF TEAM MEETINGS/SUPERVISION (3 hrs./wk.)

- Attend all Cornerstone all-staff meetings, Mondays from 12:30pm - 2:30pm
- Attend weekly supervisory meeting with the Location Pastor (either virtually or in-person)

### OVERSEE MUSIC TEAMS AND MUSIC ADMINISTRATION (2 hrs./wk.)

- Recruit, develop, and manage worship musicians, vocalists, choir members, etc.
- Manage the music catalogue and musical culture of the church; this will include: finding, adapting, arranging, and (potentially) writing music for our church
- Collaborate with Rio de Dios (our mission partner congregation that rents our building) and his/her Supervisor to oversee and maintain congregational sound equipment

### SPECIAL/OTHER DUTIES (when available)

- Incorporate at least one choral piece into one of our special liturgical services (e.g. Good Friday)
- When possible, lead worship for Greenhouse Family Day (3 times annually) and Greenhouse Annual Retreat
- Other duties, within the congregation or the parish, may be assigned as needed by the Location Pastor and/or Rector

*For more information or to apply, please contact Dcn. Kyle Oesch (koesch@greenhousemovement.com).*