

Organist/Choir Director
Northfield Community Church
The United Church of Christ
Northfield, Illinois

Northfield Community Church is seeking an Organist/Choir Director to build on, and to expand, its 75-year ministry of traditional sacred music. This permanent position is part-time, approximately 15-20 hours per week, year-round and includes four weeks of paid time off. The Sanctuary and Handbell Choirs are in session from September to June. The Sanctuary Choir participates in worship weekly, currently held at 10:30 a.m. The Handbell Choir normally plays in worship 6-8 times a year.

As an integral member of the church staff, NCC's Organist/Choir Director will direct and nurture a dedicated Sanctuary Choir that averages 12-18 voices each Sunday. The Sanctuary Choir normally includes four paid section leaders September to June. The 10:30am Spirited Traditional Worship Service averages between 50 and 100 people each Sunday. While the Organist/Choir Director has no direct responsibilities for the 9:30 a.m. Chapel Service of Worship and Praise, s/he is encouraged to be open to opportunities for collaboration if and as this may be feasible.

Responsibilities of the Organist/Choir Director include:

- Work collegially with the Sr. Minister to envision, plan and carry out worship through the seasons of the liturgical year.
- Meet weekly, formally or informally, with the Sr. Minister and attend monthly church staff meetings.
- Meet quarterly with the Music Committee to discuss the music program and to envision and plan any special musical events.
- Play the organ, piano or harpsicord for the Spirited Traditional Sunday Service. This typically includes a prelude, introit, hymns, anthems, responses, offertory, benediction response and postlude.
- Play and conduct music at special worship services including: Christmas Eve, Ash Wednesday, Maundy Thursday, Good Friday and Thanksgiving Day.
- Select instrumental and choral music.
- Direct, accompany and nurture the Sanctuary and Handbell Choirs. The Sanctuary Choir rehearses one night each week and 60 minutes before Sunday morning worship. The Handbell Choir rehearses monthly, normally after worship.
- Manage budgeted funds for choral music, tuning, repair and remuneration of instrumentalists and paid section leaders.
- Audition, hire and oversee paid section leaders, soloists and instrumentalists.
- Manage the care and maintenance of the church's musical instruments in conjunction with the Music Committee and the Board of Trustees.
- A full position description is available at <https://www.northfielducc.org/music>

Education, Qualifications, & Experience:

Proficiency playing the organ and piano.

Master's Degree or equivalent.

Equally skilled as an organist and as a choir director.

Three or more years of experience as an Organist/Choir Director.

A background check is required prior to completion of the employment contract.

Annual Compensation: \$38,000-\$40,000

To Apply/Inquire:

Search Committee Contact Persons:

Eileen Baumgarten, randeileen@aol.com

Barbara Balch, brbbalch@aol.com

When applying, please include a CV along with a summary of experience, philosophy of sacred music in the congregational worship setting and how this position might support your professional goals.

Please include email addresses for two references.

Address:

Music Search Committee

Northfield Community Church

400 Wagner Road

Northfield, Illinois 60093

Northfield Community Church UCC, located on the North Shore of Metropolitan Chicago, is an Open & Affirming Congregation of the United Church of Christ.