Oak Hill United Methodist Church
Organist/Accompanist
Job Description

Reports to: Director of Music Ministries Effective: 1/1/22
Status: Part time (12-15 hours/week)
FLSA: Non-Exempt
Vacation: 4 weeks annual paid leave

Job Summary

The organist/accompanist helps to lead Oak Hill UMC in its online, and in-person music ministries by supporting the Director of Music Ministries, playing hymns and other service music, and accompanying a variety of groups and soloists. This person will enable the church to worship with excellence both online, and in person.

Essential Functions:

- Prepare and play service music for all worship services and occasional additional services (including but not limited to Advent, Christmas Eve, Lent, and Holy Week)
- Accompany all chancel choir rehearsals currently Wednesday nights 7- 8:30pm
- Arrange for substitute organist/accompanist when on vacation or unable to play. (Substitutes will be paid by the church.)
- Accompany any volunteer special music offerings given by congregation members or guest musicians
- Prepare and play service music for funerals, weddings, etc. to be compensated outside the regular salary by the families of said services, or arrange for another musician to cover said services.

Other Responsibilities:

- Work collaboratively with staff and volunteers to support ministry at Oak Hill
- Participate in periodic staff meetings
- Participate in periodic meetings with supervisor
- Other duties as directed by supervisor

Minimum Qualifications:

- Mature Christian faith
- Music Degree and/or significant experience with church music
- Exceptional keyboard and organ skills
- Experience planning, preparing, and presenting music in many genres and ensemble settings
- Strong organization and communication skills

Preferred Qualifications:

- Knowledge of the liturgical year
- Strong musical connections in the area

Core Competencies:

- **Team Player**: Works with other staff to further the ministry of Oak Hill. Encourages others, supports their work, finds creative opportunities to work together, and resolves conflict in a constructive manner. Keeps appropriate boundaries with coworkers. Treats everyone with respect.

- **Team Building and Leadership**: Sees music ministry as a ministry that effects the entire congregation. Is a good judge of gifts necessary for adults and youth to participate in music ministries.

- **Interpersonal**: Demonstrates the ability to work well with others. Actively listens to others, accepts constructive criticism, and addresses in a positive manner. Encourages others and holds them accountable in love. Maintains positive working relationships with people of all ages. Works with church staff and volunteers (including teens and adults) easily. Adjusts on the fly during services with flexibility and grace.

- **Initiative**: See opportunities to strengthen musical activities within the ministry of Oak Hill. Obtains appropriate guidance and implements changes when applicable.

- **Spiritual Maturity**: Demonstrates a commitment to grow in an ever-deepening relationship with God through worship, community, intentional spiritual growth and committed service.

Apply: Please send your resume with at least three job references and their contacts to; jobs@oakhillumc.org