



**Grace Place**  
EPISCOPAL CHURCH OF CHICAGO

**Music Director (Part-time, exempt)**

Grace Episcopal Church  
637 S. Dearborn Street, Chicago, IL 60605

Grace Episcopal Church in Chicago's South Loop neighborhood seeks a part-time Music Director to facilitate the music program of the Church and the musical expression of the worshipping congregation. The Music Director is less a performer than a teacher and leader of worship, who understands this position as a ministry. She or he will typically select the music for each service in consultation with the Rector, play the musical portions of the service on a musical instrument, lead congregational and ensemble singing, initiate the formation and continuance of a choir, and procure additional music and musicians for congregational services and events. View a complete job description below. A background check will be required. To apply for the position, please email a resume and cover letter to [info@gracechicago.org](mailto:info@gracechicago.org). No phone calls please.

Hours: average 6-9 hours per week

Salary: \$10-12K, depending on experience

**DUTIES AND RESPONSIBILITIES**

- Select (in consultation with the Rector), play, and lead congregational hymns
- Choose and play the appropriate liturgical preludes, offertories, and postludes for each Sunday service
- Initiate, gather, rehearse, direct, and accompany a Sunday choir
- Convey and teach the importance and joy of the musical expression of Christian worship
- Procure and supervise guest musicians for special worship services
- Procure competent substitute musicians as needed
- Assume responsibility for the maintenance of the Grace Church instruments
- Develop a repertoire that is open to a variety of music, old and new, from diverse cultures and worship sources
- Keep ideas and plans in scale with the abilities, desires, and resources of the congregation
- Meet quarterly with the Church's Liturgy Committee to plan liturgical seasons and themes

## **EDUCATION, SKILLS AND REQUIREMENTS**

- Expertise in playing piano with the ability both to read music and improvise at the keyboard
- Commitment to promoting congregational involvement in music as part of the worship life of the Church
- Strong leadership qualities encouraging participation and enthusiasm in the musical expression of worship
- Ability to lead and accompany congregational singing
- Ability to work in a diverse range of musical genres and styles, especially gospel, classical, traditional Anglican, and jazz
- Ability to rehearse, direct, and accompany a choir

## **PREFERRED QUALIFICATIONS**

- Formal or informal training in church music
- Ability to meet deadlines
- Ability to work with volunteers from diverse backgrounds, and of diverse musical abilities and experience
- Ability to work independently and collaboratively with the Rector and with the Church Liturgy Committee
- Interest in working with children and fostering their musical expression
- Awareness of the Church calendar and its distinctive liturgical needs
- Experience and knowledge of the Episcopal liturgical tradition

## **WHO WE ARE**

Grace Episcopal Church of Chicago is a 167-year-old congregation located in Printers Row in the heart of the South Loop. Grace is known throughout greater Chicago as a joyful, intentionally inclusive, welcoming and nurturing congregation, with a history of progressive theology expressed in its social justice and outreach programs. Sunday worship, typically attended by 50 to 60 people, is held in an award-winning, converted, urban loft. This evocative and intimate space encourages the mix of traditional and non-traditional worship through which Grace expresses its commitment to offering “a Home for your Spirit.” Learn more at [gracechicago.org](http://gracechicago.org).

## **TO APPLY**

Application deadline is Friday, August 23.

Direct questions, or submit cover letter and resume to [info@gracechicago.org](mailto:info@gracechicago.org). In your cover letter, please include your response to this question:

“Tell us how you would encourage musical participation from our entire congregation, especially those who may not be as comfortable with personal musical expression.”

*The selected candidate will be on probationary status pending the successful completion of a criminal background check mandated by the Episcopal Diocese of Chicago.*

No phone calls please.