

CHURCH OF THE HILLS
Class Specification

Class Title: Organist/ Pianist/ Accompanist
Department: Music
Reports To: Director of Music
FLSA Status: Non-Exempt
Prepared Date: January 2022

GENERAL STATEMENT OF DUTIES:

Under the direction of the Director of Music, plays the organ, piano, and occasionally the keyboard to carry out a program of music for Church of the Hills by performing the following duties.

DUTIES AND RESPONSIBILITIES include the following.

ESSENTIAL DUTIES ARE:

- Working with the Director of Music to plan and carry out a program of music to create excellence in worship.
- Prepares and plays music on the organ, piano, and keyboard..
- Meets with the conductor/Director of Music to properly rehearse upcoming programs.
- Rehearses the choir mid-week and on Sunday mornings to prepare anthems and hymns.
- Cooperates and follows the recommendations of the Music Director as to tempo and dynamics, and times to rehearse as well as other suggestions related to worship matters suggested by the Music Director. .
- Meets weekly or bi-weekly with the Music Director.
- Plays for special programs throughout the year, involving other people and instruments from outside of the church.
- Assists in arranging for suitable substitutes as needed.
- May attend and participate in staff meetings.

OTHER DUTIES: Insures humidifier is working for the piano; performs other duties as assigned.

SUPERVISORY RESPONSIBILITIES: None.

EDUCATION and/or EXPERIENCE:

Any combination of education and experience equivalent to a Bachelor of Arts in Music and two years of experience of playing the organ, preferably in a church.

SPECIAL REQUIREMENTS:

Ability to use email to communicate with the Pastor and the Director of Music.

ABILITIES AND SKILLS REQUIRED:

Knowledge of music theory, rhythm, harmony, and expression.

Ability to identify harmony and describe level of tone and correct rhythm.

Ability to share the responsibilities of the job with another Organist/Pianist.

Ability to stay current with computer and software programs.

Ability to accurately manage own time to meet deadlines.

Ability to respond effectively to the leadership of the Director of Music.

Ability to follow church protocols.

Ability to apply principles of logical thinking to a wide range of intellectual and practical problems.

Ability to establish and maintain effective working relationships with fellow employees, the public, supervisors, subordinates and other church officials.

Organist/ Pianist/ Accompanist (cont.)

PHYSICAL REQUIREMENTS:

Ability to sit, stand, use hands to finger, handle, pick, pinch, reach or feel.

Ability to talk and hear.

Ability to reach with hands and arms, to lead and direct music.

Ability to walk, stand, and balance, stoop, kneel, or crouch.

Ability to occasionally lift and/or move up to 10 pounds.

Ability to use close vision, color vision, peripheral vision, and ability to adjust focus.

Good hand/eye coordination especially to effectively direct music.

Good foot/eye coordination.

WORK ENVIRONMENT:

Work is normally performed in an indoor setting but also before groups. The employee is occasionally exposed to moving mechanical parts; The noise level in the work environment is normally low to moderate.