



Kingswood United Methodist Church
401 W. Dundee Road, Buffalo Grove, IL 60089
www.kingswoodumc.com

Position: Organist/Accompanist

Job Summary: The role of the organist/accompanist of Kingswood United Methodist Church (KUMC) is to support the music program through excellence in keyboard skills. This is accomplished through a passion for the worship experience, a strong Christian faith, and a high standard (demonstrated proficiency) in multi-rank organ performance, piano performance, and digital keyboard skills. The organist/accompanist will report to the Director of Music Ministry, and will support the mission and goals of the pastoral staff and Worship Committee.

Instruments: A Rodgers Digital organ, a Steinway Grand Piano, and two upright pianos

Musical Groups: Chancel Choir, Allelus Women's Ensemble, The King's Men Ensemble, Praise Band, Cherub Children's Choir, Handbell Choir, other ad hoc groups that develop

Primary Responsibilities:

- Performance of all keyboard service music for 9:00 a.m. and 10:30 a.m. Sunday services
- Provide keyboard accompaniment for Chancel Choir, and other choirs as needed
- Attend all rehearsals for Chancel Choir, and other choirs as needed
- Arrange service music (e.g., prelude, offertory, postlude, etc.) in harmony with scheduled worship themes & focuses
- Practice all worship service music weekly
- Participate in periodic congregational song selection meeting with Clergy and the Directory of Music Ministry
- Consult with the Clergy and the Directory of Music Ministry to prepare appropriate music/performance for special services such as Christmas Eve, Children's Christmas program, Mardi Gras Sunday, Ash Wednesday, Good Friday, and others as needed
- Coordinate Summer music plans and work with volunteers who will perform special music during Summer Sundays for all services, providing accompaniment as needed
- Identify and arrange for qualified substitute organist as required (e.g., vacation, illness) for rehearsals and services, and arrange with church office on payment
- Identify and arrange for maintenance of organ and pianos with qualified organ and piano technicians, no less than once a year, and arrange with church office on payment
- Music planning and accompaniment for weddings and funerals at the church; includes additional compensation
- Participate in weekly Sunday morning worship team meetings
- Participate in church staff meetings, no less than quarterly, as arranged by the Clergy
- Develop annual professional development plan in conjunction with the Directory of Music Ministry, with quarterly reviews

Qualifications Required:

- Bachelor's or higher degree in music or related subject with a major or minor discipline in keyboard music
- Strong experience and expertise in playing church music, including Contemporary Christian Music
- Self-motivated, reliable, and able to work collaboratively with a team
- Ability to maintain professional and cordial interaction with church members, co-workers and vendors
- Ability to work evening or weekend hours

Part-Time Position: Hours: 10-12 hours per week. Mandatory attendance for all Christmas Eve, Christmas Day, and Holy Week (Palm Sunday through Easter) services

Compensation: Salary negotiable based upon experience, benefits as per KUMC employee handbook

Contact:

Rev. James Preston, Lead Pastor
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