

Forest Lake Presbyterian Church

Position Description

For Church Organist

Job Summary

The Organist is responsible for playing for all scheduled worship services of the church as directed by the Director of Music and/or the church calendar. He/she is also expected to accompany the Chancel Choir and others as determined through consultation with the Director of Music. The Organist is employed by the Session and supervised by the Senior Pastor. The Organist shall work closely and collegially with the Director of Music. The Organist may attend meetings of the Worship Ministry when helpful.

Qualifications

- 1) The qualifications and responsibilities described herein are not considered all-inclusive nor exclusive to this position. The Personnel Committee shall exercise discretionary judgement in the hiring of employees.
- 2) Personal:
 - a. Be a committed Christian dedicated to the Lord Jesus Christ.
 - b. Be compliant with the Forest Lake Presbyterian Church "Child Protection Policy" which includes a national criminal background check.
- 3) Educational:
 - a. The church organist should have at least a Bachelor's Degree in Music Education, Piano Pedagogy, Piano Performance or Organ Performance.
 - b. He/she should demonstrate a mastery of piano and organ.
 - c. He/she should be skilled in accompaniment of choirs, soloists and instrumentalists.
- 4) The Organist may be a member of Forest Lake Presbyterian Church.

Employment Category

- 1) Part-time, salaried position
- 2) "At-Will" employee
- 3) This position qualifies for three Sundays and three Wednesdays of scheduled personal leave and for applicable benefits as defined in FLPC's Benefits Policy under the Part-Time category.

Responsibilities

- 1) Play the organ for all regularly scheduled and special worship services.
- 2) Select, plan, and prepare appropriate organ/piano literature for the various services and programs that occur throughout the church year.
- 3) Demonstrate quality musicianship in keeping with the music ministry of the church.
- 4) Accompany the Chancel Choir at its rehearsals and possibly other FLPC choirs in their rehearsals as determined in consultation with the Director of Music.
- 5) Accompany soloists and other special music groups at their rehearsals as requested and at mutually satisfactory times.
- 6) Provide and support music-centric faith formation for children and youth through music experiences planned in collaboration with the Session Ministries and staff. This may include initiatives such as Children's Choir, VBS, and Youth Sunday, and will be responsive to the needs of the congregation.
- 7) Assist in the care and maintenance of the church organ and/or pianos, reporting any problems or concerns to the Director of Music and the Director of Operations.
- 8) Secure qualified substitutes when unavailable to play for services outlined in this job description.
- 9) Absences on Sundays and Wednesdays require prior notification in writing to the Senior Pastor and the Director of Music.
- 10) Play for funerals and weddings as available. Compensation for these events is covered in the church policies and guidelines.
- 11) Assist with music arrangements and play for special services and programs, such as those during the Advent and Lenten seasons, and others as required.
- 12) Assist the Director of Music in their music responsibilities as requested.

APPROVED BY SESSION – JUNE 22, 2025