



**Organization:** First United Church of Oak Park

**Location:** 848 Lake Street, Oak Park, IL 60301

**Position:** Organist (Part-Time)

The Organist at First United Church of Oak Park collaborates with the Pastoral Staff and Director of Music Ministries in leading worship services and participates in all musical offerings during services, including accompanying the Sanctuary Choir and other musical groups and soloists as needed. The Church is affiliated with both the Presbyterian Church (U.S.A.) and the United Church of Christ denominations. The Organist position is open to all qualified applicants, regardless of denomination or faith tradition.

### **Responsibilities**

- Provide music for weekly worship on Sunday mornings (currently one service at 11:00 a.m.), for other special services (currently Christmas Eve, Ash Wednesday, and Maundy Thursday), and for other occasional special worship services as agreed
- Provide accompaniment for the Sanctuary Choir for weekly rehearsals (currently Wednesday evenings) and on Sunday mornings prior to worship
- Provide accompaniment for children and/or youth music on special occasions
- Provide creative and dynamic musical leadership of hymn and other congregational singing, including creative hymn/song introductions, interludes, transpositions, and organ descants
- Participate in weekly meetings for worship planning
- Ensure regular care and maintenance of the organs and pianos
- Conduct occasional sectionals and the Sanctuary Choir in the absence of the Director of Music as agreed
- Arrange for substitutes during times of absence
- Have the right of first refusal to play for weddings and memorial services, with a priority to play at weddings and memorial services of church members, if possible. All such services are for additional compensation.

### **Qualifications**

The Church requires a high degree of proficiency in organ performance and choral accompaniment. Desired are:

- A Master's Degree in Organ Performance or equivalent, with training in sacred music and creative hymn playing;
- 3+ years' experience in choral accompanying and/or working in a church music program.

### **Work Schedule**

The Organist is expected to work an average of 12 hours per week, inclusive of 2-4 hours of individual practice, recognizing that the number of hours per week can vary widely according to the season. The Organist generally only needs to be present in the building for rehearsals and services, worship planning meetings, and to practice on the instruments as needed.

## **Salary and Benefits**

- The Church offers a competitive salary, vacation time, and continuing education allowance commensurate with experience and reviewed on an annual basis.
- The Organist may use the Church's musical instruments for private teaching and student performances. Times of such use will be coordinated with the Church office schedule and program needs.

## **Instruments**

First United Church has a range of instruments available for the Organist's use:

- *Organs:* The organ in the sanctuary used for weekly worship is a 4-manual, 88-rank Casavant organ, 1982, extensively renovated in 2020. There also is a 2-manual, 5-rank Reuter unit organ in the chapel, which is used occasionally for small weddings and other services.
- *Pianos:* The piano in the sanctuary is a Steinway 9-foot Model D concert grand piano, 1898, rebuilt at the factory 1998. There are additional pianos in the Church available for use.
- *Other:* The Church has five octaves of Malmark hand bells and two octaves of Malmark hand chimes.

## **Working Relationships and Accountability**

The Organist works in a cooperative relationship with the Director of Music Ministries for the fulfillment of both their roles. The Organist reports to the Lead Pastor and receives an annual performance and compensation review.

## **About the Church**

First United Church is an approximately 750-member church formed in 1975 with the union of the First Presbyterian Church of Oak Park and the First Congregational Church of Oak Park. The Church has adopted the Open and Affirming and More Light policies of the denominations, meaning it welcomes lesbian, gay, bisexual, and transgender people into the full life and ministries of the Church.

## **Application Requirements**

An applicant should submit (a) an up-to-date resume, including three references; (b) a cover letter explaining interest in the position and ability to meet its requirements; and (c) a video recording demonstrating the applicant's skill as an organist, submitted by means of a link to YouTube. Application materials are to be emailed to Sallie Smylie, chair of the search team, at [office@firstunitedoakpark.com](mailto:office@firstunitedoakpark.com). Applications will be received, and auditions scheduled, until the position is filled.