

Music Associate

The Cathedral of the Incarnation, Episcopal Diocese of Maryland, is seeking a Music Associate to direct the Cathedral children's choir, coordinate Community Children's Music Program, and support the worship life of a mid-size Episcopal Church in the center of Baltimore. This is a part-time position during the program year (Mid-August to Mid-June). Salary Range: \$15,000 to \$22,000. **Please Note:** Full-time employment is possible for candidates that are interested in additional administrative responsibilities including bulletin production and schedule coordination for worship teams.



Position Summary

The Music Associate is to provide music education and choral singing experience to children and youth of various ages and skill levels. The position requires excellence in creativity, planning, interpersonal skills, and communication with both parents and children. This is a new position that will report to the Dean of the Cathedral and work with the Canon for Worship and Music. The position has overlapping responsibilities in two areas:

- 1) Director of the Cathedral Children and Youth Choir - recruit, train and lead weekly rehearsals, including Sundays. Monthly participation in Sunday worship. Special events and concerts including a year-end musical.
- 2) Coordinator of Community Children's Music Program - This new program is intended and will be designed with input from the new Music Associate to provide free music instruction to children in the Cathedral and from around our neighborhood. Working with local schools and partners to bring choral music education to children. This new program is being supported by a grant from the Episcopal Diocese of Maryland.

Job Description:

- Coordination and management duties, program design, parent relations, selection of repertoire, and volunteer scheduling.
- Preparation and leading of at least one after-school or weekend session per week of the school year
- Teach musical standards and concepts, instruction in musical notation.
- Selection, interpretation, and preparation of appropriate sacred choral repertoire for the children's choir.
- Monthly participation in Sunday worship.
- Produce and direct with Cathedral support one year-end musical production or concert

Requirements:

- Bachelor's degree in music or education preferred.
- Two years previous experience teaching and directing a children's choir.
- Keyboard proficiency.
- Upbeat, creative personality.
- Knowledge of Episcopal worship tradition very helpful.
- Experience with RSCM curricula preferred.
- High-level verbal and written communication skills.
- Facility with desktop publishing and music notation software (i.e. Adobe InDesign, Finale)

To Apply: Send cover letter, resume and salary requirements to the Very Rev. Rob Boulter, rboulter@incarnationbmore.org