

CHRIST CHURCH CATHEDRAL OTTAWA - DIRECTOR OF MUSIC AND ORGANIST

Christ Church Cathedral Ottawa seeks expressions of interest for the position of Director of Music and Organist. This is a full-time position, with a competitive salary and benefits.

The Director of Music reports to the Dean and is responsible for all aspects of the Cathedral's Music Ministry, working collaboratively with the Associate Director of Music to achieve excellence in sacred music.

The Cathedral's Music Ministry is extensive and well-resourced. There are two choral ensembles in the cathedral tradition: the Choir of Men and Boys and the Girls' Choir (the latter under the direction of the Associate Director of Music). The choirs are accustomed to a broad repertoire and operate to high standards, including several hours of rehearsals each week. They sing a rich schedule of choral services throughout the liturgical year including special Diocesan services and other events in the National Capital Region. Both choirs have a tradition of touring.

Duties include the selection of music for liturgies; artistic and administrative direction of the Choir of Men and Boys; stewardship of the music library and instruments; participation in weekly staff meetings; and compliance with Cathedral and Diocesan policies. A new initiative will be to develop and direct a mixed-voice ensemble.

The preferred applicant will:

- be an excellent organist, choral conductor and accompanist
- have considerable experience in leading and inspiring young singers
- be drawn to a setting that encourages creativity, including composing and arranging
- be committed to a team environment and strong working relationships
- be motivated to promote the Music Ministry's online presence
- be a baptized Christian who is knowledgeable of and sympathetic to the liturgical traditions, values and mission of the Anglican Church of Canada
- have a strong record of employment and excellent references
- be eligible for employment in Canada

A detailed position description is below.

Expressions of interest with a current resume may be submitted **by no later than 4pm on Tuesday, May 23, 2017** to: The Very Reverend Shane Parker, Dean of Ottawa, at either cathedral@ottawa.anglican.ca or 414 Sparks Street, Ottawa, Ontario, K1R 0B2

While all expressions of interest will be gratefully received, only individuals selected for further consideration will be contacted. The Cathedral reserves the right to contact individuals and to arrange for interviews and auditions at any time.

The selection process is guided by the Diocese of Ottawa's *Screening in Faith* policy, which includes requiring the successful candidate to produce a recent Police Vulnerable Sector Check.

CHRIST CHURCH CATHEDRAL OTTAWA

Position Description: Director of Music and Organist

The mission of Christ Church Cathedral Ottawa is to be a *diverse and vibrant parish that glorifies God and welcomes all people*. The Director of Music and Organist (DOM) contributes to the mission of the Cathedral by striving for excellence in sacred music. The DOM is employed by the Corporation of Christ Church Cathedral and reports to the Dean. The DOM is responsible for all aspects of the Cathedral's Music Ministry, working collaboratively with the Associate Director of Music to ensure its success.

Primary duties and responsibilities

1. Selection of music for Cathedral liturgies

Responsible, in consultation with the Dean, for the selection of organ, choral and congregational music for all liturgies in the Cathedral, including diocesan celebrations and other events.

2. Principal organist

Responsible for service voluntaries and the accompaniment of liturgical music, or for the delegation of the same; principal accompanist of the Cathedral Girls' Choir.

3. Full artistic and administrative direction of the Cathedral Choir of Men and Boys

Responsible for the recruitment, training, rehearsing, motivation and well-being of boy choristers; liaising with parent volunteers to ensure effective running of the choir and its liturgical activities; recruiting men singers and arranging stipends as required; collaborating with parents and men singers to plan concert performances and tours.

4. Occasional direction of the Cathedral Girls' Choir

From time to time, in consultation with the Associate Director of Music, may rehearse and direct the Cathedral Girls' Choir, either jointly with the Cathedral Choir of Men and Boys or in *ad hoc* ensembles.

5. Develop and direct a mixed-voice ensemble

A new initiative to be developed in consultation with the Dean.

6. Stewardship of the music library and instruments

Responsible for the curation and maintenance of the Cathedral's Music Library, including new purchases. Oversees use of the organs and pianos and ensures they are well maintained.

7. Administration

Weekly staff meetings and occasional meetings of the Music Advisory Panel (concerned only with operational matters and special projects). Responsible to the Cathedral Administrator for compliance with all Cathedral and Diocesan policies.