

Wartburg Theological Seminary

Position Description

Title: Cantor

Classification: Non-Exempt

Position Status: Temporary Part-Time, 6 to 8 hours per week for 32 weeks

Supervisor: Dean of the Chapel

Position Summary:

The Cantor serves the mission of Wartburg Theological Seminary by providing general oversight of the musical life of the seminary community, and in collaboration with the Dean of the Chapel and members of the Chapel Staff, prepares and provides leadership for the weekly eucharist and at certain special services.

Major Responsibilities/Activities:

As the principal leader of the seminary community's song at worship, the Cantor will:

- Serve as the principal musician for the seminary community with oversight of the designated student chapel musician/s in providing musical leadership for daily chapel services in the fall and spring semesters and for certain regular special services (Opening Worship, Advent Lessons and Carols, Baccalaureate, and Commencement).
- Collaborate in liturgical planning with the Dean of the Chapel and the student members of the Chapel Staff.
- Provide leadership in musical planning and regular keyboard accompaniment (organ and piano) for the weekly eucharist on Wednesday (10:30-11:30 am) and for Opening Worship, Advent Lessons and Carols, Baccalaureate and Commencement, and other services (Prolog Weeks, J-Term, summer sessions) and special occasions when possible and agreed upon.
- Recruit, rehearse, and direct the Chapel Choir to be the rehearsed voices of the assembly at the Wednesday eucharist and annual Advent service (psalmody, hymnody, service music, and occasional anthem), with approximately one hour of rehearsal each week when classes are in session.
- Rehearse song leaders/instrumentalists as needed, primarily in conjunction with the Wednesday eucharist.
- Provide occasional musical leadership for other weekly services, especially the Tuesday service of Morning Prayer.
- Care for and see to the maintenance of Chapel instruments, principally the organ and piano.

- Participate in meetings of the Chapel Staff, held weekly when classes are in session (13 weeks each semester).
- Participate as possible in annual orientation of Chapel Staff over two days mid- to late August.

Supervisory Responsibilities:

Position supervises student chapel musicians.

Qualifications:

Education & Experience Required:

- Master's degree in music preferred.
- Previous experience in organ, piano, and choral conducting preferred.
- Previous experience in church music preferred.

Skills Required:

- Ability to prepare and accompany congregational song, including service music, psalmody, and hymnody in a variety of musical styles.
- Knowledge of church music repertory for organ, piano, and choir.
- Demonstrated ability to gather and prepare a choir for leadership in all the dimensions of worship.
- Understanding the flow of song/music and movement in a liturgical order and demonstrated skill in the performance practices distinctive to such worship.
- Grounding in a theological and spiritual approach to music in Christian worship.
- Upbeat, friendly personality and a hospitable presence.
- Excellent organizational skills.
- Ability to work as part of a team.
- Demonstrated time management skills.

Work Environment:

This position is in frequent interaction with faculty, students and other staff persons. This position operates in a professional environment. This role routinely uses various types of musical instruments and equipment.

Physical and Mental Demands:

While performing the duties of this job, the employee is regularly required to talk, hear, move around, and work with musical scores at distances close to the eyes. Arms, hands and fingers will be needed to handle and reach. Employee will occasionally need to lift instruments and equipment up to 30 pounds. Concentration and ability to work in a fast-paced environment are required. Ability to follow written or oral instructions, and ability to solve practical problems with little supervisory involvement.

Reasonable accommodation can be made to enable individuals with disabilities to perform the essential functions.

Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.