

# Greyfriars Kirk, Edinburgh

## Job Description – Assistant Organist

### 1. Background

Greyfriars Kirk's roots go back to 1620 and the site was a place of worship well before then. Today Greyfriars is a congregation of The Church of Scotland and it has a committed and growing worshipping congregation with a regular pattern of services each week. There are two parish ministers appointed to Greyfriars Kirk to oversee services, worship and music, besides the extensive outreach activities of this active congregation. The Kirk has a fine musical tradition and has its own volunteer SATB choir, assisted by up to four choral scholars. The Peter Collins organ (1990) and Yamaha grand piano (2014) are well maintained and are used for services and hired out for third-party events held in the Kirk. As one of Edinburgh's historic and iconic landmarks, the Kirk is used extensively for events such as concerts, exhibitions, conferences, music recording and social functions.

### 2. Roles and Purposes

The Assistant Organist will be required to play the organ on a regular basis on a Sunday to accompany the choir, play organ voluntaries and congregational hymns. This will allow the Organist to concentrate on conducting the choir. He or she will also be required to play and manage the choir for six Sundays in a year when the organist is away. The Assistant Organist will attend the monthly Thursday evening choir practice and contribute to the selection of music for services. There will be additional services, such as weddings and funerals that the Assistant Organist may be asked to play for; which will command additional fees. The Assistant Organist will be accountable to the Organist for Sunday music and the choir.

The role, similar to an organ scholar in a cathedral setting, should appeal to someone seeking to develop their skills in church music.

### 3. Expected outcomes for the role by which performance can be measured

- Raise and maintain high musical standards to enhance Sunday worship
- Contribute to developing the musical repertoire for worship.
- Increase choir membership through promoting the choral scholars' scheme and other routes.

### 4. Key Tasks and Responsibilities

- Play/conduct at, at least, 40 Sunday morning services per annum at 11 am, plus special services at Christmas and Holy Week
- Within that total deputise for the Organist for the 6 Sundays when he is on leave
- Participate in choir practice each Sunday before the service
- Assist with planning appropriate choral music for the choir to reflect the liturgical calendar.
- Assist with coaching the choir
- Attend the monthly Thursday evening practice (10 per annum).

The above is not exhaustive, and tasks may include other reasonable requests in support of GK activities.

### 5. Terms and Conditions

**Location** Greyfriars Kirk, Greyfriars Place, Edinburgh

**Reports to** Organist

**Salary** £2,000 per annum.

Special services (such as weddings and funerals, generally on weekdays) are remunerated at a standard rate of £90 per service. Additional earning opportunities available in role of Outreach Duty Manager at concerts etc (separate terms of reference).

## 6. Person Specification and Critical Competencies

<b>Critical Competencies</b>	
A proficient and confident organist, Excellent oral and inter-personal skills, Strong skills in developing links with choir members and potential choir members, the congregation and other staff members	Essential Essential Essential
<b>Qualifications</b>	
ABRSM Grade 8 or equivalent Organ Diploma (eg ARCO or FRCO)	Essential Desirable
<b>Experience required for the role</b>	
Working with a choir or individual singers Working in a church organisation, Working for a charity.	Essential Desirable Desirable
<b>Aptitude and attitude</b>	
Proven ability to work on own initiative to agreed plans and targets, A good organiser, Pro-active and flexible.	Essential Essential Essential

Enquires to Steve Lister, Operations Manager on 0131 225 1900 or [outreach@greyfriarskirk.com](mailto:outreach@greyfriarskirk.com)