

Zion Reformed United Church of Christ
Job Description
Accompanist

Position Overview and Requirements:

Accompanist will provide instrumental accompaniment music for worship services, choir practices, and other church functions at the direction of Zion's Director of Music (Director). Accompanist will have a professional level of musical ability acquired through training and/or experience.

Contract Guidelines:

- The position of Accompanist is an annual contract position, to be renewed automatically on January 1.
- Terms of the contract may be amended by the Zion Consistory or Zion Personnel Committee at any time. Any change or amendment to the Contract shall be in writing and signed by all parties.
- Either party may terminate the Contract, with or without cause, with a minimum of 30 day's written notice.
- Director is Accompanist's supervisor.
- Director will provide Accompanist with feedback throughout the performance review period.

Essential Functions:

- Provide musical accompaniment for worship services, choir practices, and seasonal or extra services (e.g., Christmas Pageant, Ash Wednesday, Vacation Bible School). Perform solo or special pieces as necessary.
- Maintain working knowledge of worship services and church music.
- The Accompanist will get first request for Weddings and Memorial Services. If they cannot, they will be asked to find a substitute.
- Provide recorded music for online worship services or during absences.
- Attend and participate during staff meetings as requested by Director or the Pastor.
- Assist Director in developing, recruiting, and rehearsing Zion Choirs at least one weekday and on Sundays before worship. Direct Choirs in Director's absence.
- Assist Director with music for fundraising concerts for Zion's mission programs and to support Hagerstown Area Religious Coalition (HARC) activities (e.g., Christmas Caroling, HARC Good Friday Service).
- Schedule maintenance of Zion's musical instruments.
- Attend major church functions (e.g., Annual Meeting, congregational gatherings) to enhance music ministry recruitment.
- Prioritize Zion's goals and vision.
- Communicate with the Pastor, Director, Staff, Zion Worship Committee, congregation, guests, and volunteers.

Compensation Guidelines:

- Standard work week is 5-10 hours.
- Salary will be in accordance with the Zion budget, to be reviewed annually.
- Additional monetary compensation will be provided for musical accompaniment during special events (i.e., weddings, funerals, Blue Christmas).
- Business expenses (per IRS regulation) will be reimbursed upon approval of the Pastor and submission of documentation.
- Business mileage (per IRS regulation) will be reimbursed upon approval of the Pastor and submission of documentation.
- Accompanist will be provided with the Zion Sanctuary for performing, sharing, and/or teaching musical gifts with the congregation and community.

Leave Benefits:

- Leave benefits (i.e., annual, sick, study, leave without pay, and other paid leave) follow the statutes of the Zion Leave Policy (Leave Policy).
- If approved to take leave on Sundays in excess of what is provided for in the Leave Policy, Accompanist may be requested to pay for a substitute Accompanist for worship and rehearsals.

Personnel Policies:

Accompanist shall abide by all provisions of Zion's Personnel Policies and Procedures including the successful completion of a criminal background check, attending a Safe Church Training, and signing the Zion Policy for Prevention of Sexual Misconduct and Abuse.