

Christ the King Lutheran Church (CTK)

Evans, Georgia

Last Updated: June 10, 2025

Approved by CTK Church Council: 06/10/2025

CTK Mission: Christ-Centered, Spirit-Led, and Mission Driven

Job Description: Organist

Position Summary: The Organist is responsible for providing musical leadership and accompaniment for worship services and other church functions. This individual plays a key role in enhancing the worship experience through music, supporting congregational singing, accompanying the choir, and offering instrumental music during services. The Organist should be proficient in both traditional and contemporary hymnody, have strong improvisational abilities, and demonstrate musical sensitivity to the liturgical calendar.

The Organist works in close collaboration with the pastors, choir director, and other staff to ensure that all music supports the mission, theology, and liturgical practices of the Lutheran Church. A passion for sacred music, technical excellence, and a spirit of collaboration are essential.

Reports to: Co-Lead Pastor

Status: Part-Time, Non-Exempt

Time Requirement: Estimated at 10 hours per week

FTE: 0.25 equivalent

Schedule: Requires flexibility, including evenings, weekend, and special liturgical events

Core Responsibilities

1. **Attend monthly Worship Planning meetings** to coordinate service music.
2. **Provide organ music for all traditional worship services**, including prelude, hymns, offertory, communion, and postlude, as well as accompany the choir.
 - a. Includes all **special liturgical services** such as Christmas, Lent, Holy Week, Easter, Thanksgiving, and other occasions as scheduled.
3. **Select, learn, and prepare music** for worship services, including organ registrations and settings to enhance the worship experience.
4. **Plan and practice hymn accompaniments** and liturgical music appropriate to each service.
5. **Seek to ensure that all musical selections** reflect the beliefs and practices of the Lutheran Church.
6. **Maintain proficiency** on the organ (and other instruments as applicable) through regular practice of manual and pedal techniques.
7. **Adapt and prepare choir accompaniments** for organ/piano performance as needed.
8. **Attend and accompany weekly choir rehearsals** (during the program year) and rehearse with soloists or instrumentalists as required.
9. **Select new organ compositions** to fit the evolving needs of worship and special services.
10. **Oversee maintenance** of the organ and other instruments by working with qualified technicians.
11. **Ensure availability to play for weddings and funerals** when possible, including attending rehearsals and/or practicing with soloists as needed. Compensation for these services will be provided in addition to the regular rate of pay.
12. **Coordinate with soloists and instrumentalists** for weddings, funerals, and other services as appropriate.

13. **Collaborate with the Audio Technician** to ensure proper sound balance and musical quality in all services.
14. **Write or contribute to music-related publicity materials**, such as bulletin inserts or newsletters, as requested.
15. **Pursue continuing education** through private study, academic courses, conferences, or professional development opportunities.
16. **Participate in professional organizations** and attend relevant meetings or conventions as able.
17. **Arrange for qualified substitutes** during absences in consultation with the Choir Director and Co-Lead Pastor. Planned absences should be communicated with at least two weeks' notice.

The above list of responsibilities will not be considered as a complete list of duties. Position descriptions are developed as guides for the employees of Christ the King Lutheran Church.

Qualifications

- Bachelor's degree in music, church music, a related field or commensurate experience
- Familiarity with Lutheran liturgy, hymnody, and musical traditions
- Ability to accompany choirs, soloists, and congregational singing
- Strong sight-reading and improvisational skills
- Effective communication and collaboration skills
- Commitment to the musical and spiritual mission of the church
- Availability for evening rehearsals, weekend services, and special events

Church Organist Skills

- Proficiency in piano/organ performance, including manual and pedal technique
- Knowledge of music theory, sight reading, reading music notation
- Ability to play a wide variety of musical styles
- Knowledge of church music repertoire and traditions
- Experience playing in a liturgical or concert setting

Desirable Traits

- Punctuality and reliability.
- Excellent musicianship
- Ability to work effectively with church staff, clergy and choir
- Ability to work with and lead a congregation during worship

Paid Time Off: This position does not allow for paid time off (PTO). In practice, the organist is expected to play 48 Sundays per year. Specific Sundays off should be coordinated with the Co-Lead Pastor to ensure coverage.

Evaluation

The Organist will receive an annual performance evaluation conducted by the Co-Lead Pastor.

I have read and received a copy of my job description.

Signature of Organist

Date