

Saint Thomas Church, Fifth Avenue, New York City.

Following the appointment of Benjamin Sheen as Sub Organist at Christ Church Cathedral, Oxford, the Rector and Vestry of Saint Thomas Church are seeking to appoint an **Associate Organist** to work alongside Dr. Jeremy Filsell (Organist and Director of Music) and Nicholas Quardokus (Assistant Organist). This is an exciting opportunity for an exceptional musician to join Saint Thomas's world-renowned choral foundation.

Saint Thomas Church is an Episcopal parish in the Diocese of New York. Founded in 1823, the current 1913 church building was designed by Ralph Adams Cram and Bertram Goodhue. Considered one of the finest gothic church buildings in North America, its Fifth Avenue doors are open every day of the year. Saint Thomas draws many visitors each day in addition to worshippers and concert-goers. It is also home to the internationally-renowned Saint Thomas Choir of Men and Boys. The Saint Thomas Choir School, founded by T. Tertius Noble, is celebrating its centenary in 2019, and is one of only three remaining boarding schools in the world whose student body consists exclusively of choristers.

In October 2018, the Irene D. and William R. Miller Chancel Organ in Memory of John Scott, built by Dobson Pipe Organ Builders, Ltd., was dedicated.

The Associate Organist is a key member of the music department and together with the Assistant, supports the Organist in all aspects of their work, making a rich contribution to the musical life of the church. Please visit www.saintthomaschurch.org/music to learn more about the church's history and its choral foundation.

The Rector is ultimately responsible for the liturgical and musical life of the parish, but the post-holder will be accountable to the Organist and Director of Music for all church-related matters. The Associate Organist will also work closely and in a collaborative spirit with the Headmaster of the Choir School regarding all issues of chorister training, and in all matters where academics and school life intersect with the music program. The parish, approaching its bicentenary, has embarked on a major strategic planning project, beginning with the first in-depth period of self-study it has undertaken in many years. There are goals to grow the church, ensure its financial stability and to maintain the Choir School in perpetuity. The new Associate Organist will be fully involved in this plan's implementation.

The post is full-time and residential.

Main duties and responsibilities in Church:

- Playing the organ for rehearsals and services as required by the Organist and Director of Music; such duties are shared with the Assistant Organist. Practice and thorough preparation is expected and the organs, both in the church and the choir room, are available. The provision of a broad range of organ literature is anticipated. The Associate and Assistant Organists share the accompanying responsibilities for all choral services. The Associate normally assigns the accompaniments.
- Assisting in the training and directing of the boy choristers.
- Coordination of the weekly Sunday organ recital series is the remit of the Assistant Organist, but the Associate plays recitals within it and shares with the hosting of visiting performers.

- Attendance at church meetings as required and at the weekly Music Department meeting, usually held on Tuesdays.
- The Associate is usually responsible for the planning and organ playing at weddings. There is additional compensation for this.
- If the Director of Music is absent, the Associate Organist usually assumes the responsibilities of leading all rehearsals (Morning Boys' rehearsals or Gentlemen's rehearsals on Thursday evenings 6:30-7:45 p.m.), conducting services, and any necessary administrative duties.
- The Associate attends all rehearsals held at school and works closely with the Assistant Organist in taking junior choristers and probationers in small groups during such choir rehearsals.
- Concert Series: The Associate will occasionally play (with additional compensation) for the Concert Series as directed by the Director of Music. This involves any organ parts in an orchestra, solo organ accompaniments, solo organ works, and continuo organ or harpsichord.
- Contributing fully to the residential community of staff and students.
- Visiting Choirs: The Associate has responsibility for supervising musical duties while the Choir is on vacation during the summer. All three musicians share the summer workload, but the Associate Organist is the principal liaison between Saint Thomas Church and Visiting choirs. The Associate will coordinate and, along with musician colleagues, host the visiting choirs which come to Saint Thomas (specifically, there is at least one staff organist 'on duty' the year round). While the visiting choir's own organist may accompany, the house organist will always play hymns and service music.
- During school holidays, the music department gives substantial time to administration, meetings and forward-planning to ensure the continuity of the year-round musical and worshipping life of Saint Thomas Church. Equally, it is recognized that the workload during the choir term can be considerable, and that time away is also important.
- During school terms, the Associate Organist will normally take Monday as a completely free day away from Church and School. However, the nature of the work necessitates considerable flexibility, and in particular outside the School terms when visiting choirs sing services and different duty rotas apply.

The post-holder is encouraged to consider outside concert and performing opportunities, and these should be undertaken only after prior consultation with the Organist, so as to achieve a balance between Saint Thomas and non-Saint Thomas work; good communication in a timely manner is essential in these areas. It is hoped that the Associate Organist will be proactive in promoting Saint Thomas Church and its Choir School as a center of excellence within the diocese, and indeed nationally and internationally.

Key relationships:

The Associate Organist is accountable to Dr. Jeremy Filsell (Organist and Director of Music). The Associate Organist will work closely with the Assistant Organist, Choir School Staff, Music Office Manager, Choir Librarian, Gentlemen of the Choir, Concerts Office and the Church's Director of Administration and Finance.

Person Specification:

ATTRIBUTES	ESSENTIAL	DESIRABLE
Education	Music degree	Higher degree or evidence of postgraduate study Professional organ qualification (eg. AAGO)
Experience	Choral conducting and choir-training capabilities, and considerable experience in choral accompaniment. Advanced piano and continuo-playing skills Well-developed knowledge of church and organ repertoire Experience of working with children	Previous experience of professional employment with a church or cathedral choir Experience with the training of boys' voices Experience of teaching music in a class environment Experience of music-making as a form of outreach and working with volunteer musicians
Skills	High standard of musical and technical proficiency Ability/willingness to work as part of a team and an aptitude for working with children Ability to work under pressure and to meet deadlines, and in good humor Administrative/IT skills	Familiarity with Sibelius music software Familiarity with Microsoft and other computer software packages
Personal	A sympathy for, and commitment to, the mission and values of Saint Thomas Church and School and an interest in being an integral part of a small but vibrant musical and academic community A willingness to take an active part in the church's liturgical life A commitment to ongoing study and professional development with the highest standards of personal presentation and organization	

Terms and Conditions:

The salary for this post is \$45,000 per annum. In addition, a one-bedroom apartment is provided within the Choir School, free of rent, bills and utilities. Healthcare benefits include vision and prescription cover, dental, life, long- and short- term disability allowances, paid sick leave and four weeks paid vacation per annum.

There will be one weekday completely free from Church and School duties (usually Monday).

Weekly Schedule during the Academic YearSunday

9:00am	Sung Eucharist with hymns (organ playing shared between Associate/Assistant)
9:50am	Full Choir rehearsal
11:00am	Choral Eucharist with Full Choir
12:45pm	Lunch at the Choir School (optional)
2:30pm	Boys rehearsal
3:00pm	Full Choir rehearsal
4:00pm	Evensong
5:15pm	Organ Recital

Monday*Day off*Tuesday

8-9:15am	Boys rehearsal
2:00pm	Music Department staff meeting
4:15pm	Boys rehearsal
4:30pm	Full Choir rehearsal
5:30pm	Evensong

Wednesday, Thursday

8-9:15am	Boys rehearsal
4:15pm	Boys rehearsal
4:30pm	Full choir rehearsal
5:30pm	Evensong

Friday

8-9:15am	Boys rehearsal
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Saturday

9-10:30am	Boys rehearsal
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Interested candidates should send a résumé and covering letter addressed to Dr. Jeremy Filsell at MusicOffice@SaintThomasChurch.org by Friday **18th October 2019**. Interviews and auditions will be held at Saint Thomas Church on **Thursday 21st and Friday 22nd November**. It is hoped that the successful candidate would be able to take up the position either 1st January 2020 or after Easter 2020.