



Vacancy Announcement
Director of Music Ministry

St. Matthew's Episcopal Church, Saint Paul, Minnesota
Part-time Position beginning January 1, 2027

Position Overview

The former Director of Music Ministry retired after forty-two years' service at St. Matthew's. During Calendar 2026, an Interim Director of Music Ministry has directed the church's music programs.

The church has formed a search committee tasked with identifying a permanent Director of Music Ministry whose employment will begin January 1, 2027. The Director of Music Ministry is a part-time, non-benefit position with annual compensation between \$30,000 and \$35,000. Church leadership expect that the position will require a weekly commitment of an average nineteen (19) hours. The Director will receive seventy-six (76) hours of vacation.

Information about the position, the desired qualifications of the Director, the church and its musical program are presented below.

About Us

St. Matthew's Episcopal Church, "a neighborhood church with a worldwide community", is a multicultural, multigenerational community of followers of the Way of Jesus rooted in the Anglican tradition. We value spiritual practice, love of neighbor, hospitality, intellectual inquiry, the arts, and laughter.

Our membership includes 170 households. Average attendance is 127. Since 2020, we have welcomed 62 new members. Fifty percent (50%) of members who responded to a survey confirmed that St. Matthew's music ministry attracted them to the church!

We are a unique, diverse, and spiritually curious congregation that comes in all colors and shapes: single and married, young and old, straight and gay. We are native Minnesotans and immigrants (from other states and nations). We represent a wide range of education and income levels.

We have one weekly sung Eucharist at 10:30 am on Sunday mornings. We have special services on Christmas Eve, Christmas Day, Ash Wednesday, Maundy Thursday and Good Friday. The choir has traditionally rehearsed from 7:00 pm - 9:00 pm on Wednesdays and 9:30 am before the Sunday service.

After the onset of the COVID-19 pandemic, St. Matthew's began outdoor worship at College Park across the street from the church. This "oak cathedral" has been welcomed by the



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congregation as a respite from our non-air-conditioned worship space during June, July, and August. The Director of Music Ministry will provide a vision for the music provided in the outdoor worship. They will collaborate with staff and volunteers on how to deliver that vision in a sustainable manner.

Information about St. Matthew's is available for review and downloading:

- A letter from the Rev. Christopher Rogers, Rector: www.stmatthewsmn.org/DOMrectoroverview.
- Information about St. Matthew's and its ministries: www.stmatthewsmn.org.
- Information about the congregation, its worship schedule and its instruments: www.stmatthewsmn.org/DOMdemographics.
- The Director of Music Ministries job description: www.stmatthewsmn.org/DOMjob.
- The summary from a 2026 survey about the church's music ministry: www.stmatthewsmn.org/survey.

Expectations of the Director of Music Ministry:

1. Has experience in the Episcopal and/or liturgical music tradition.
2. Knows the Episcopal traditional and contemporary hymnals and worship liturgy options.
3. Is comfortable selecting and performing repertoire from diverse musical cultures including traditional, contemporary, and global genres.
4. Is forward thinking to plan future worship services with integration of appropriate music into the worship service.
5. Has experience conducting adult choirs. Can involve children and youth in the music ministry.
6. Is proficient playing organ and piano. Can conduct from the bench.
7. Has experience welcoming and utilizing volunteer musicians and vocalists.

Director of Music Ministry Preferred Minimum Qualifications

1. Experience leading a choir.
2. A degree in instrumental or vocal music.
3. Comfortable writing occasional instrument parts or descants.
4. Be a practicing Christian.
5. Professional memberships (i.e., from AGO, AAM, etc.) are beneficial.



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Compliance Matters

1. The applicants for this opportunity should be aware they must climb steps to access the organ, piano, choir stall and choir rehearsal room. This access is not compliant with ADA guidelines.
2. The applicant will be required to complete and adhere to the Safe Church guidelines defined by the Episcopal Church in Minnesota.

Application Guidelines

Please submit:

- A cover letter and resume that documents your musical training and your professional experience,
- Contact information for two professional references, and
- One personal reference.
- Applicants can include links to videos or recordings if available, but this is not required.

Submit your application via email to the attention of the Director of Music Search Committee at DOMSearch@stmatthewsmn.org or 2136 Carter Ave, St. Paul MN 55108.

Please submit your application by August 3, 2026.

The search committee is tentatively planning on hosting first round interviews on Saturday, September 19, 2026. If you have a conflict with that date, please let us know with your application. The interview will last about 90 minutes and will include the following components:

- Interview with the search committee and Rector
- Leading the choir in a rehearsal of an a cappella piece to be selected in advance
- Performance of an organ piece suitable for prelude or postlude, chosen by the applicant

If you have questions concerning the role and expectations, please email the Search Committee at DoMSearch@stmatthewsmn.org or leave a voice message at the church (651.645.3058).