



# Charlotte Chapter American Guild of Organists

## Employment Listings

Employers are invited to post positions available for organists, choral directors, church and synagogue music directors. Both part-time and full-time jobs are welcome. Listings will be published for one (1) month in our newsletter and on our website. Should you wish to advertise for another month, you must notify Monty Bennett, Charlotte AGO Placement Coordinator, in order to have the position listed again. Employers, please fill out this form and include any and all pertinent information. These listings are provided at no charge.

When completed, please mail to Charlotte AGO Placement Coordinator:  
R. Monty Bennett, 730 Hawthorne Lane, Rock Hill, SC 29730

**Disclaimer:** *Inclusion of information in the Employment Listings does not imply endorsement by the Charlotte Chapter AGO. Nor does the Chapter accept responsibility for the accuracy of material provided for these listings. Salaries listed do not necessarily represent current compensation expectations of either the national AGO or the Charlotte AGO chapter.*

Church Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Church Phone \_\_\_\_\_

Website \_\_\_\_\_ Church Fax \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_ Fax \_\_\_\_\_

Position Title \_\_\_\_\_

Full Time  Part Time  Hours per Week (including preparation time) \_\_\_\_\_

*Please see page 2 for a brief guide on figuring hours per week.*

Salary \_\_\_\_\_ Continuing Education Days per Year \_\_\_\_\_ Vacation Days per Year \_\_\_\_\_

Sick Days per Year \_\_\_\_\_ Additional Benefits \_\_\_\_\_

Congregation Size \_\_\_\_\_ Number of Weekly Services \_\_\_\_\_ Extra Services per Year \_\_\_\_\_

Extra Services per Year \_\_\_\_\_ Please list extra services (Good Friday, Christmas Eve, etc.) below:

\_\_\_\_\_

\_\_\_\_\_

Number of Weekly Rehearsals \_\_\_\_\_ Number of Ensembles \_\_\_\_\_

Please List Ensembles \_\_\_\_\_

Additional Fee for Weddings? Yes  No  Additional Fee for Funerals? Yes  No

Educational Requirements \_\_\_\_\_

Organ Description: Pipe Organ  Electronic/Digital Organ  Number of Manuals \_\_\_\_\_

Builder \_\_\_\_\_ Year Built \_\_\_\_\_ Number of Stops \_\_\_\_\_ Number of Ranks \_\_\_\_\_

Yearly Contract and Evaluation? Yes  No

Position Open (date) \_\_\_\_\_ Application Deadline \_\_\_\_\_

Please list any other pertinent information below:

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**Figuring Hours per Week**

Experience has shown that the average church musician spends many more hours in practice and preparation for choir rehearsals, services, and special events than are “visible” to congregations, music committees, and hiring clergy. The Professional Relations Committee of the AGO thus has developed a formula to assist churches and synagogues in determining real time necessary for musicians to perform their assigned duties as well. Please use the following formula in determining Hours per Week:

1. Add up “visible hours” per week for this position. This includes hours in rehearsal and in services as well as committee meetings and other duties required,
2. Multiply “visible hours” by 2.5 or 3 for organist or director, or 4.5 or 5 for a combined organist and director position.