



Job Description

Full Time ☐ Part Time ☒
Exempt ☒ Non-Exempt ☐

General Information

Position Title: Director of Jubilate Choir

Person in This Position Reports to: Organist and Director of Worship, Music & Arts

Position Purpose

St. John's Lutheran Church is an ELCA congregation with over 150 years of ministry in the heart of Northfield, Minnesota. Music plays a central role in the worshiping life of our congregation. We care deeply about what we sing or play, believing that music gives us ways to better understand our faith and proclaim the Gospel. We also acknowledge that music plays a significant role in the faith development of children and youth. Our music ensembles offer ways for us to share our musical talents while also being open and welcoming to everyone.

Job Description

The Director of Jubilate Choir is responsible for developing and directing the Jubilate Choir (treble voices in 3rd, 4th, and 4th grades) with the goal of involving them as participants in the worship life of the congregation.

Qualifications

R D R = Required D = Desired

- (1) ☒ ☐ Experience: Previous experience working with children's voices (primarily unchanged voices) in a music classroom or choir setting.
- (2) ☐ ☒ Education: High school diploma or equivalent.
- (3) ☒ ☐ Essential Skills: Ability to read music.
- (4) ☒ ☐ Technology/Equipment: Basic email knowledge to effectively communicate with staff and parents/guardians of the group.
- (5) ☐ ☒ Supervisory: Volunteer accompanist or youth helper
- (6) ☒ ☐ Work days/hours: 1–1.5 hours/week during 9-month program year.

Primary Responsibilities

- 1) Meet with the children weekly on Wednesdays from 5:00–5:30 p.m. from September to May. We follow the Northfield school calendar. We do not have programming on school breaks or holidays.
- 2) Prepare and direct the choir to sing appropriate anthems on Sunday mornings, usually once a month.
 - a. The choir will occasionally sing for additional worship services like the Sunday School Christmas Program. All services are done in consultation with the director's schedule.

- b. In consultation with the director's schedule, sing on Christmas Eve at the 3:00 p.m. service and on Easter Sunday.
- 3) Select anthems appropriate to the church year and emphasis for the day when the choir sings in worship. Provide titles, composers, and any other information to the Director of Worship, Music & Arts in a timely manner.
- 4) Develop a music curriculum for the year that encourages singing, rhythm and movement activities, playing instruments, basic music literacy (including how to sing from a hymnal) and gaining confidence in sharing these gifts with the congregation.
- 5) Recruit and encourage children to be part of the choir.
- 6) If interest or time allows, share a musical or other type of program with the congregation typically on a Wednesday following choir time in May.

About St. John's Congregation

Mission Statement: Created, Renewed, and Empowered by God's Grace

St. John's is a welcoming community in Christ whose mission is to

- celebrate in Word and Sacrament God's gracious actions for the world
- cultivate growth in faith
- encourage service and witness, and
- proclaim Christ as the hope of the world

Who We Are: St. John's Lutheran Church is a faith community rooted near the heart of downtown Northfield for around 150 years. We serve over 500 families of every generation, from all kinds of backgrounds. St. John's ministry is centered in vibrant worship, education for all ages, service to others and a welcome of God's grace for all. As people of faith, we are dedicated to the hard and good work of loving God and loving our neighbor in the city of Northfield and beyond.

Welcome Statement: As a Reconciling in Christ congregation, St. John's Lutheran Church is a community grounded in the promise of God's grace, and called to extend Christ's welcome to all people. Every day, Christ meets us all just as we are, extending love to people of every age, race or ethnicity, physical appearance, sexual orientation, gender identity, physical or mental ability, marital or relationship status, economic circumstance, educational achievement, political affiliation, or religious background. While we do not always agree, we choose to walk and grow in faith together, believing that God creates diversity, and loves and welcomes us. We warmly welcome you here.

St. John's Lutheran Church is an equal opportunity employer.

Applications will be accepted until filled. First rehearsal is Wednesday, September 23, 2026.
Position salary is \$400 per month, September–May.

To apply, please send a current resume and cover letter to music@stjohnsnorthfield.org or

Attn: Nathan Proctor
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Northfield, MN 55057
www.StJohnsNorthfield.org