St. Andrew’s Episcopal Church
Music Intern

Description:
The Music Intern will support the music ministries at St. Andrew’s by coordinating with the staff at St. Andrew’s to provide music office assistance and musical performance. The Intern will have the opportunity to develop new initiatives in addition to providing support and leadership in existing programs.
The role requires 8-10 hours per week during the semester.

Expectations:
The intern will:

- Be present on Sunday mornings for choral rehearsal (9 am) and eucharist/service (10:30 am). The intern is expected to arrive at 8:50 and stay until the end of the service, usually around 11:45.
  3 hours/week.
- Be present on Thursday evenings for choral rehearsal (7:30 pm). The intern is expected to arrive at 7:15 and stay until the end of rehearsal (9:10).
  2 hours/week.
- Assist with music filing and choral library maintenance. This can be done during office hours Tuesday-Wednesday-Thursday and scheduled with the Organist/Choirmaster.
- Assist with additional communications/social media duties as assigned, which may include posting musical resources and parish choir recordings online.
- Personal rehearsal time to rehearse choral music. 30 minutes/week.
- Work with the Organist/Choirmaster and other staff to develop and lead a music program initiative.
- Provide at least 3 days notice to the Organist/Choirmaster if the intern must be absent from a scheduled choir rehearsal or a Sunday service.

Qualifications:

- Be a full-time undergraduate student in good standing at the University of Maryland in College Park
- Intern applicants agree to work in the tradition of Christianity as the Episcopal Church has received and practices it.
- Preference will be given to a choral singer, especially one who is able to join the choir on our pilgrimage to sing in residence at Norwich Cathedral, England, July 19-29, 2019. Partial funding for this additional event is available.
- Instrumentalists/composers are also invited to apply. The above duties/expectations would be modified.

Compensation:
The Music Intern will be provided a stipend of $2,500 for the semester, divided over four months (end of February, March, April & May).

Contact: David Houston / music@saeccp.org / 202-650-9403