

POSITION DESCRIPTION

Lutheran Summer Music Academy & Festival

Title: Sacristan

Classification: Independent Contractor

Department: Staff

Reports to: Chaplain

Hours: Residence at Valparaiso University from Thursday, June 22, 2023 through Sunday, July 23, 2023

Position Overview

Lutheran Summer Music Academy & Festival (LSM), the nation's premier faith-based music academy for high school students, invites applications for the position of Sacristan at the 2023 LSM Academy and Festival. As one who possesses both familiarity with and appreciation for the richness of liturgical practice, the Sacristan will serve as an integral member of the worship staff alongside the academy's Chaplain, Cantor, and Associate Cantor. In consultation with the Chaplain and other worship staff, the Sacristan will focus their gifts and abilities in the following ways.

Expectations

Primary responsibilities shall include:

- Dutifully prepare worship space and materials for approximately 45 services—morning prayer, evening prayer, and Sunday eucharist—across the four-week program
- Coordinate schedule and develop training for student worship assistants including assisting ministers, lectors, crucifers, torchbearers, communion assistants, and ushers
- Attend to precise logistical details for processions and other ritual actions
- Serve as an active member of the worship staff, attending regular meetings

Secondary responsibilities may include:

- Plan and lead one or two meetings of the "Church Music" elective
- Help design service bulletins and leader books
- Give a homily at Morning or Evening Prayer
- Participate in the musical opportunities afforded the LSM community including large ensembles, chapel choir, or by serving as a cantor or instrumentalist

Details of responsibilities may be curated to meet the incumbent's experience, career goals, and the evolving needs of LSM. The position is ideal for current seminarians or graduate students who desire to serve congregations within or beyond the Lutheran tradition as pastors, deacons, directors of music, etc. Undergraduate students with advanced standing will also be considered.

Qualifications

- Bachelor's degree preferred.
- Knowledge of liturgical practice.
- Organized with excellent time management skills and ability to problem-solve quickly.
- Strong interest in working with and inspiring high school students.
- Model tolerance to the variety of faith backgrounds and worship traditions at LSM.
- Understanding of and commitment to, the mission of the organization.
- Ability to lift and/or carry displays and materials up to 25 pounds.

Compensation/Benefits

Independent contractor receives \$500 stipend at the conclusion of LSM. A private room (faculty apartment) and board at Valparaiso University are also provided, if applicable. The incumbent is responsible for her or his own transportation to and from Valparaiso.

Apply

To apply, please send a letter of interest, curriculum vitae, and names of two references to Thomas Bandar, Executive Director, tbandar@lutheransummermusic.org. The letter of interest should briefly outline the applicant's training and experience, as well as future career aspirations. Though its worship life is centered around Lutheran liturgical practices and musical expressions, LSM welcomes students, faculty, and staff from all faiths and denominational backgrounds.