



Arvada United Methodist Church

www.arvadaumc.org

Church Keyboardist

September 2025

Arvada United Methodist Church

Location: 6750 Carr Street, Arvada, CO 80004

Position: Church Keyboardist (Part-Time; 20 hr.)

The Church Keyboardist at Arvada UMC collaborates with the Director of Music and Worship Arts and the pastoral staff in leading Sunday and other worship services and participates in all musical offerings during services, including serving as staff accompanist and collaborating with various groups and soloists as needed. The position is open to all qualified applicants, regardless of faith tradition. Alignment with the mission and vision of Arvada UMC as an inclusive, diverse, and socially active congregation is important.

Responsibilities

1. In coordination with the Director of Music and Worship Arts and the clergy, select and prepare appropriate music for the worship services throughout the year for elements of the service needing solo instrumental music including but not limited to prelude, postlude, special music, communion, prayer time, etc.
2. Serve as keyboardist for seven annual holiday services: Christmas Eve (3 services), Ash Wednesday, Maundy Thursday, Good Friday, and Easter Day, and other services as needed.

AS PROGRESSIVE CHRISTIANS, WE EXIST BECAUSE ALL PEOPLE MATTER TO GOD AND TO OUR CHURCH.

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3. Serve as keyboardist for an all-day event in December where numerous groups and soloists of the church perform.

4. Serve as the collaborative pianist for all Chancel and Summer Singers Choir rehearsals which include:

- Chancel Choir rehearsals on Wednesday evenings (7:00 – 9:15 – during school year) and Sunday mornings (9:00 – 10:00 am)
- 2-3 choir retreats annually
- 2-3 orchestra/instrumental rehearsals for special concerts and cantatas
- Up to 4 special concerts for other fundraisers and church-related concerts

5. Serve as collaborative pianist for the Children's Pageant carols with the children's ministry, including recording rehearsal tracks for rehearsals in November and December, one 3-hour rehearsal the Saturday before the pageant and accompany the children for the Children's Pageant Service. (I'm thinking this could be a volunteer ministry by other keyboardists with the addition of Dickens)

6. Serve as collaborative pianist for up to two rehearsals for accompanying other ensembles, including Handbell Ensemble, Jeffco Brass, Instrumental Ensemble, guest musicians, and other soloists and small ensembles in preparation for performance in assigned services.

7. Provide keyboard support for funerals and weddings (as available) with additional compensation for additional time.

8. Maintain a continuing professional level of musical training and practice appropriate to the position, as it evolves in the future.



9. In coordination with the Director of Music and Worship Arts, care for and maintain the tuning, humidification, and working condition of the organ and pianos of AUMC.

10. Aid the Director of Music and Worship Arts in obtaining a substitute organist/pianist for rehearsals and services when not available.

11. The Pianist may be asked to serve as substitute conductor of the Chancel Choir or other groups up to three times a year if the Director of Music and Worship Arts is unable to be present for a rehearsal or service.

12. Attend the monthly Music Ministry Staff Meetings (time TBD) and up to 4 AUMC Extended (full) staff meetings a year.

13. Complete an annual evaluation process with the Director of Music and Worship Arts as defined by the Staff Parish Relations Committee. (SPRC)

Qualifications

Arvada UMC seeks a candidate with a high degree of proficiency in piano performance and possibly organ as well, and choral collaboration/accompaniment. Ideally, this may include:

- A master's degree in music or equivalent, with training in sacred music and hymn playing.
- Strong accompanying skills and sight-reading skills are preferred.

Preferred Skills, but not Required:

- A basic or higher proficiency on organ.



Preferred Skills, but not Required (continued):

- Ability to organize, select music, and conduct a rehearsal for a small ensemble of instrumentalists
- Comfort with running a choral rehearsal when the Director of Music is on vacation or two rehearsals need to be held at the same time.

Work Schedule

The Church Organist/Staff Accompanist is expected to work an average of 20 hours per week, recognizing that the number of hours per week can vary widely according to the season. The 20 hours include 6-8 hours of practice/preparation time.

Salary and Benefits

- The Church offers a competitive salary, vacation time, and continuing education time commensurate with experience, and reviewed on an annual basis.
- Additional salary may be negotiated for candidates with organ proficiency as well as candidates interested in directing handbells, instrumental groups or aiding in securing instrumentalists for cantatas and other special services.
- The Church Keyboardist may use the church's musical instruments for private teaching, limited concerts/recitals and student performances. Times of such use are to be coordinated with the Church office schedule and program needs.
- Other: The Church has five octaves of Schulmerich handbells and Malmark handchimes. There is a Rodgers C-80 electronic harpsichord that is used for some continuo work.



Working Relationships and Accountability

The Church Keyboardist reports to the Director of Music and Worship Arts and works in a cooperative relationship with the Pastoral Staff and the Staff Parish Relations Committee.

About the Church

Our Mission

As progressive Christians, we exist because ALL people matter to God and to our church. We experience and share God's wide table of grace as we follow Jesus Christ through practices of curious learning, honest relationships, courageous outreach, wonder-filled worship, and sacrificial generosity.

Our Vision

A humble, connected, and resilient church and community, filled with God's love and grace to serve others and transform the world.

Our Core Values

We don't have everything figured out; we're seeking together. Let's break down what we believe matters to God and matters to us:

Curious Learning
Honest Relationships
Sacrificial Generosity
Courageous Outreach
Wonder-filled Worship





Application Requirements

An applicant should submit (1) an up-to-date resume, including three references; (2) a cover letter explaining interest in the position and ability to meet its requirements; and (3) a video recording demonstrating the applicant's skill as a performer at the piano and organ if applicable, submitted as a link to YouTube. Application materials are to be emailed to spr@arvadaumc.org. The deadline for submissions is October 1, 2025.

Salary range: \$22,000-31,000