

ANGLICAN PARISH OF IPSWICH MUSIC COMMITTEE

TERMS OF REFERENCE

1. Purpose

The Parish Music Committee is established to oversee, plan, and enhance the quality and spiritual impact of the music ministry in parish worship services and events. Its purpose is to create an atmosphere that fosters worship, spiritual growth, and community through music, aligning with the mission and values of the parish.

2. Objectives

- To promote meaningful and engaging worship experiences through music.
- To ensure musical selections and performances are appropriate, respectful, and supportive of the Anglican Church's teachings and values.
- To support and mentor musicians, choir members, and music volunteers involved in the music ministry.
- To encourage and involve diverse musical talents from the congregation in worship services and church events.

3. Scope of Responsibilities

- **Planning & Coordination:** Collaborate with the ministry team to plan music for services, special events, and seasonal programs (e.g., Christmas, Easter).
- **Selection of Music:** Ensure that selected music aligns with seasonal observances, service themes, worship styles and the overall mission of the parish.
- **Volunteer Management:** Recruit, train, and support musician volunteers, fostering a spirit of teamwork and respect.
- **Budgeting:** Develop and manage the music ministry budget, covering expenses such as a music library and honorariums.
- **Equipment & Resource Management:** Act as a consultation body for the Asset Management Committee regarding maintenance, tuning and repair, of musical instruments.
- **Innovation & Growth:** Seek ways to expand the Parish's music program, incorporating new styles and expressions that support worship whilst respecting the traditions of the Anglican Church.

4. Composition and Membership

Chair: Appointed by the Parish Council or ministry team, responsible for leading the committee and reporting to the Parish Council.

Committee Members: The Parish Priest and one of the Churchwardens are ex officio members of the committee. Other members will be people with experience or a strong interest in music ministry, including choir directors, musicians, and vocalists. Members

should be active in church activities and demonstrate commitment to the parish mission as expressed in its Mission Action Plan.

Term Length: Members serve for a term of one to three years, with the possibility of reappointment.

Meetings: The committee will meet monthly or as needed to review progress, discuss upcoming events, and make decisions on relevant issues.

5. Accountability

The Music Committee reports directly to the Parish Council. All decisions and activities must align with Parish mission and policies.

An annual report will be submitted to the Parish Council, summarizing the committee's achievements, challenges, and plans for the upcoming year.

6. Authority

The committee has the authority to make recommendations on music-related issues, recruit volunteers, and manage the music ministry budget, subject to Parish Council Approval.

7. Review and Amendments

The terms of reference should be reviewed annually and amended as needed to ensure the committee continues to meet the evolving needs of the Parish and its congregation.

8. Code of Conduct

Members are expected to conduct themselves in a manner that reflects the Parish values, demonstrating respect, collaboration, and dedication to the music ministry's goals.

Note on advice to the Asset Management Committee

Steve Morris advises as follows:

It takes specialised knowledge to maintain pipe organs and pianos and my experience is that Asset Management Committees often lack this specialist knowledge. Leaving maintenance and restoration to organ builders or piano tuners is like dealing with construction companies – some are better than others, some need more supervision and, the better the brief the better the outcome. As such, I think consultation with the Music Committee is important, particularly for pipe organs and pianos – acoustic and electronic.