

OUR LADY OF THE SNOWS CATHOLIC CHURCH

POSITION: Music Coordinator/Accompanist

APPOINTED BY: Pastor

RESPONSIBLE TO: Pastor

COLLABORATES WITH: Other Parish Ministers

STATUS: Exempt; Part-time; Salary

Vision: This ministry provides life and fullness to liturgical celebrations in the parish through Divine worship and music.

Primary Function: Plan and develop the music ministry of the church by working closely with the pastor and choir.

Required Experience, Knowledge, Skills and Abilities:

- Experience in music ministry in a church environment
- Have an understanding of the Catholic Mass and sacred liturgy
- Demonstrate a strong competency in playing the piano
- Show experience leading and mentoring choirs

Personal Characteristics:

- Enthusiasm for music as a part of sacred liturgy
- An openness for the promotion and use of sacred chant, polyphony and hymnody
- Ability to work with all age groups, respecting and fostering the diversity in music styles
- Creative, a good communicator and enjoys working in a team environment
- Enjoys working in an atmosphere of collaboration and cooperation with the leader of the faith community (pastor), parish staff and parishioners

Essential Duties and Responsibilities:

- Study the readings in the missal and liturgical guide for the theme of the Mass and select suitable music for the choir
- Coordinate music for the weekend celebrations. Arrange for a cantor and/or accompanist for Saturday and Sunday Mass
- Lead weekly choir/cantor rehearsals and pre-Mass warm-up/practice sessions when possible
- Direct the choir and play the piano for Sunday Mass and special liturgical celebrations such as Christmas, Holy Week and Easter
- Direct or serve as the cantor and play the piano for the Saturday Mass
- Possess a willingness to improve knowledge and skills in Catholic liturgical music through personal study and continuing education
- Personally invite new and regular members of the congregation to join the choir
- Arrange for substitute Choir Director/Accompanist when necessary