

## **Director of Sacred Music**

Christ the King Parish & School  
11709 SE Fuller Road  
Milwaukie, OR 97222

Msgr. John Cihak, S.T.D.  
Pastor

Christ the King Parish (ctk.cc) and School (ctkweb.org) is seeking a Director of Sacred Music. The Director of Sacred Music will provide or supervise music for all liturgical activity, as well as teach music two days/week in the parish school. The Director of Sacred Music will direct the children's choir (CTK Schola Cantorum) and the adult parish choir (The Choir of Christ the King).

The successful candidate will possess a deep appreciation for, and ability to communicate, the Church's teaching on sacred music as expressed in Archbishop Alexander Sample's Pastoral Letter "Sing to the LORD a New Song". This vision will require flexibility and sensitivity given the current context in which parishioners and students are on a path of deeper esteem and recognition of the value of sacred music. Therefore he/she will be dedicated to working as a member of a team in order to draw the whole parish and school gradually into an understanding and love of sacred music and the full, conscious, and active participation called for by the liturgical movement and the Second Vatican Council.

The preferred candidate will be a practicing and faithful Catholic in full communion with the Church and have at minimum a Bachelor's degree in music, choral conducting, organ or related field. He/she will approach sacred music as an integral part of evangelization.

Full time, salaried position with benefits.

### **Essential Job Functions:**

- Organize and direct the sacred music program, including adult and children's choirs and cantors.
- Play for 3 weekend Masses.
- Schedule and prepare music for all liturgical activity and the school's Christmas and Spring programs.
- Effectively teach and support PreK-8 students in their developmentally appropriate understanding, appreciation of, and ability to perform music.
- Coordinate and perform music for funerals and weddings.
- Participate fruitfully as a member of the parish and school staff.
- Manage the music budget and maintain instruments belonging to the parish.
- Oversee the creation of worship programs for selected liturgical activities.
- Perform other position-related tasks as deemed necessary or assigned by the pastor or principal.

### **Knowledge, Skills and Abilities:**

- Knowledge and love of the Church's tradition of sacred music and the relevant documents governing sacred music.
- Personal maturity and flexibility, an appreciation for the path of discipleship, commitment to assisting the faithful to grow in understanding and appreciation for the Sacred Liturgy and sacred music.
- Proficiency in choral conducting, voice instruction and development, piano and/or organ, with the ability to teach chant and polyphony.
- Ability to sustain a program of vibrant singing that encourages congregational singing.
- Excellent interpersonal skills and zeal for evangelization.
- Proficiency in use of a variety of office equipment and digital media including Microsoft Office Suite and some program for the design and presentation of worship booklets such as Publisher, In-Design, or Photoshop.
- Completion of annual Archdiocesan safe environment training.

#### **About the Music Program:**

- For hymnody and liturgical music, the parish uses Source & Summit (formerly Lumen Christi). Some additional resources are used to supplement, like Chabanel Psalms, Moyne Acclamations, Lumen Christi Gradual, and the Parish Book of Chant.
- The congregation is currently learning Missa de Angelis, after recently learning Missa Jubilate Deo and the Belmont Mass.
- Resources for teaching at the school include a school-wide EarMaster subscription available on all student iPads, MusicWorkshop, MusicPlayOnline, SightReadingFactory, and a small library of high quality music education textbooks including John Feierabend, Progressive Sight Singing, and a classroom with a surplus of wooden Orff instruments.
- The Voice for Life curriculum is ready to be used, for the children's Schola.
- A new hanging library system for choral music was installed Summer 2020, with space for 6 years of music (at the rate of one motet/anthem a week) before expansion is required.
- A new Wenger choral binder storage cabinet was installed Summer 2020, along with 70+ custom printed heavy duty choir binders (installed Summer 2020) for both adult choir and children's Schola.
- One year of choral music has been selected and filed in the library.

#### **Additional Resources:**

- Parish budget for program expenses and paid singers
- A spreadsheet of vetted, local professional singers and their contact information
- Choir syllabus
- Children's choir syllabus
- Funeral guidelines
- Wedding guidelines
- Curriculum outline
- Lessons & Carols program from 2019
- Source & Summit subscription
- Original 5-part video series explaining sacred music to the congregation

**About the Parish:**

Christ the King Parish is a vibrant, multicultural parish of approximately 1,300 households located in the suburban Portland area. The community is committed to being a Eucharistic parish – one that finds its source and center in Jesus Christ, truly present in the Blessed Sacrament. He unites, animates and directs the parish's efforts at evangelization, education and serving those in need. The parish runs a PreK-8 school of approximately 207 students and is adjacent to La Salle Catholic College Preparatory.

**Please send resume and cover letter to [pastor@ctk.cc](mailto:pastor@ctk.cc) by February 10th to apply.**