

Description

Job Description for Director of Music Ministry

St. Benedict the Moor Parish, Diocese of Pittsburgh

Department: Music

Reports To: Pastor

Status: Part-Time

Description Summary

The Director of Music Ministry, at St. Benedict the Moor Parish for the Black Catholic Community in the Diocese of Pittsburgh, is a visionary, spiritual leader responsible for the effective planning, coordination and execution of music within the liturgical and community life of the parish. This person will lead and assist St. Benedict the Moor Parish in continuing to develop its musical potential with diverse styles of worship and Church music, particularly of African and African American cultures and music styles.

Duties and Responsibilities

- Plan and direct the music program at St. Benedict the Moor Parish, includes selecting and planning the music in cooperation with the parish Worship/Liturgy Committee.
- Provide musical leadership for the Sunday Masses and possibly Holy Days, sacramental and other major celebrations.
- Supervise the choir(s), musicians and cantors.
- Coordinate and schedule all musicians (choir, cantor, instrumentalists) and rehearsals.
- Attend Worship/Liturgy Committee meetings.
- Know the latest Church and liturgical documents and music trends, particularly those related to the Black Catholic liturgical experience of worship.
- Maintain regular communication and collaborate closely with the pastor.
- Support the pastor to create vibrant, prayerful worship experiences at St. Benedict the Moor Parish.
- Participate in professional development workshops, trainings and formation opportunities.

Preferred Professional Requirements and Experience

- Strong person of faith; has knowledge and appreciation of Roman Catholic Liturgy; preferably Catholic, but other faith backgrounds can be considered.
- Strong knowledge of instrumental and/or vocal skills.
- Experience directing music and vocals, teaching and working with a variety of age groups, playing piano/keyboard, and some ability to arrange music and play “by ear.”
- Strong organizational skills with attention to detail.
- Able to work independently as well as collaboratively with others.
- Knowledge of and ability to engage in diverse styles of Church music (i.e., traditional, spirituals, hymns and contemporary repertoires) for choirs, vocalists, instrumentalists and congregation.
- Knowledge of African and African American cultures and music styles.

- Pass all safe environment clearances.

Skills and Competencies

- Bachelor's Degree in Music (Masters of Music preferred).
- Three (3) – Five (5) years' experience
- Demonstrated organizational, administrative and collaborative management skills.

Part-time salary based on education and experience.

91 Crawford Street, Pittsburgh, PA 15219

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