

## **Most Precious Blood Catholic Church – Fort Wayne**

Director of Music and Liturgy

Status: Exempt – Part-time Ministerial Position that reports to the Pastor

Start: 09/01/2021

**Job Description:** The primary role of the Director of Music and Liturgy is to provide and coordinate music for weekend Masses and special liturgies. This ministry requires work in a Catholic environment with the ability to elevate minds and hearts towards God through Worship.

Duties include 3 weekend Masses and school Masses as needed, choirs, and cantors for the parish.

### **Qualifications and Requirements:**

- A faithful individual committed to growth personally and professionally, with love for the Catholic liturgy
- Experience working with and developing a choir and leading congregational singing
- Excellent professional, verbal, and written communication skills
- Knowledge of Catholic musical selections including Catholic modern and traditional hymns and praise and worship hymns
- Ability to work with volunteers – musicians and cantors
- Dependable, organized and has attention to detail
- Proficient at piano/organ and singing

### **Responsibilities and Duties:**

- Arrange music for all parish liturgies
  - Play at all weekend Masses – Saturday 5PM, Sunday 8AM & 10:30AM
  - Play at weddings and funerals
  - Play on Solemnities that are not on weekends. Christmas, Assumption, Ash Wednesday, Holy Week liturgies etc.
  - Play at special Masses such as Confirmation, First Communion etc.
  - Recruit and train cantors
  - Schedule all musicians – qualified organists/pianists' subs, cantors
  - Work with couples on wedding music
  - Recruit and hold rehearsals for choir members weekly during school year
  - These duties may not necessarily include all duties, dependent on applicants skills and ability
  - Other duties as assigned by pastor

This is a part time position with some flexibility on hours outside of the Mass schedule

***Salary is commensurate with experience and agreed upon schedule***