

## Part-Time Staff & Organist Accompanist

**Reports To:** Director of Music and Liturgy **FLSA Status:** Non-Exempt **Prepared Date:** 4/11/2024

- **Summary:** Large, vibrant parish seeks a part-time (ca. 15 hours per week) organist to play music for 4-5 Masses each Sunday and accompany multiple rehearsals one evening each week. Also play for Holy Days of Obligation, Triduum, Christmas Eve, etc.

### Essential Duties:

1. Perform and lead music at Masses and other parish Liturgies as needed.
2. Learn and rehearse new music.
3. Rehearse with choir or small musical groups on a regular schedule.
4. May aid in planning and selecting music. Attend and assist with music ministry workshops.

### Other Duties

Rehearsing with cantors/psalmists for Mass, occasional arranging of music, leading rehearsals and sectionals, occasionally leading choirs when Director of Music is absent.

**Qualifications:** To perform this job successfully an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### Education/Experience:

- Bachelor's Degree in Music with concentration in organ and/or Sacred Music. AGO certification is preferred.
- Extensive experience in accompanying choir and/or instrumental rehearsals preferred.
- Good skills in sight reading, registration, improvisation, transposition, playing organ and piano in various styles, reading open score and lead sheets.
- Knowledge and experience with Roman Catholic liturgy is preferred.
- Possess respect & ability to uphold Catholic Church teachings.
- Able to honor & maintain confidentiality.
- Able to pass and maintain Diocesan child safety protocols.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Able to move about the work environment.
- While performing this job, the employee is regularly required to talk and hear.
- Specific vision abilities required by this job include close vision and ability to adjust focus.
- Able to occasionally lift and/or move up to 30 pounds.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Able to work a flexible schedule including nights, evenings, and weekends as required.
- Competitive compensation commensurate with education and experience.