

Director of Sacred Music

The Director of Sacred Music at Blessed Sacrament Church in Seattle's University District is responsible for a vibrant music program that draws from the breadth of the sacred tradition of the Church. The Director of Sacred Music provides music for parish liturgies and other designated celebrations that reflects the beauty and power of Christ to enhance the parish's Gospel-centered culture.

I. QUALIFICATIONS

- Master's Degree in Music
- Solid experienced Organist and Choral Director
- Proficient in Gregorian Chant and willingness to incorporate Dominican Chant repertory
- Accompanist, Cantor, and Music Director experience
- Major Program Experience
- Music Engraving Software facility
- Catholic required
- Preferred Organ Project Experience

II. MAJOR DUTIES AND RESPONSIBILITIES

- Collaborates with the Pastor, staff, and consultative bodies in implementing the mission of the parish:
- Works with the Pastor and leadership bodies to ensure the musical aspects of parish life and liturgy form an integral part of the Dominican ideal, "to praise, to bless, to preach"
- Attends weekly staff meetings to facilitate communication and coordination of upcoming liturgies and to remain informed on the overall work of the parish
- Serves as an advisor on the liturgy. Works with the Pastor and his vicars to plan and effectively carry out liturgies as an essential element of the mission

2. Coordinates the development and growth of the music program for the parish consistent with the mission of the parish and in collaboration with the Pastor and staff:

- Manages and coordinates staff musicians
- Coordinates accompanists and supplemental musicians
- Develops and directs the current choirs of the parish and is open to developing other choirs/scholas in consultation with the Pastor and staff including the possibility of a children's choir
- Recruits, trains, and supports vocalists for these choirs, as well as cantors and other musicians as needed
- Schedules and rehearses the choirs

3. Assures that quality sacred music is provided for parish liturgies. Selects music, recruits and schedules musicians as needed, and is directing the music for Sunday liturgies and other significant parish celebrations, particularly:

- Sunday liturgies: 5:30 pm Saturday; 7:30 am (Quiet Mass – no formal music), 9:00 am, 12:00 noon, and 5:30 pm Sunday.
- Other major liturgies including evening liturgies on Holy Days of Obligation and designated special feast days and solemnities
- When unable to be present, ensures that adequate and capable musicians are available to provide music for these liturgies

4. Coordinates music for weddings and funerals.

- Pastorally engages those needing assistance in selecting music for these liturgies
- Is normally present to provide or coordinate the music the day of the liturgy, and in the case of guest musicians, provides guidance on the policies and expectations of the parish
- Develops and maintains list of organists, soloists, and other musicians available to perform at these liturgies as needed

5. Selects music for the assembly in collaboration with the Pastor to encourage full, active, and conscious participation through singing. Periodically produces participation aids for special seasons or musical settings.

6. Prepares and administers the Music budget as delegated by the Pastor.

7. Ensures appropriate copyright permissions, usage fees and licenses have been obtained for all material used in the music program.

8. Maintains a level of knowledge and skills required for the ministry. The Director of Sacred Music may also participate in regional, Archdiocesan and National Professional organizations, as approved and as appropriate.

9. Stays informed of any official changes promulgated by the U.S. Bishops regarding music in the liturgy and adapts musical settings, if necessary, to conform to any such changes;

10. Consults and communicates with the Pastor and staff about methods and models for further engaging the parish and the larger community in the music program of the parish.

11. Assists the Pastor, staff, and consultative bodies in evaluating the need and options for a new organ. Oversees maintenance of current instruments and organ installation project.

Location: 5050 8th Ave NE, Seattle, WA 98105

Job Type: Full-time