

DIRECTOR OF MUSIC MINISTRY – JOB DESCRIPTION

St. Aloysius Catholic Church Hickory, North Carolina

The Director of Music Ministry (DMM) is a full-time position responsible for the music ministry as a whole, including the coordination and planning of liturgical and other services. Outlined below are specific aspects of the current music program at St. Aloysius Catholic Church.

1. WORKS WITH AND TRAINS VOLUNTEER AND PAID MUSICIANS.

- The DMM is responsible for accompanying (piano/organ) and providing choral direction to cantor/choir(s), volunteer and paid instrumentalists at weekly rehearsals.
- The DMM is the coordinator for all paid musicians, responsible for obtaining their time sheets.

2. SELECT HYMNS FOR MASSES AND OTHER SERVICES.

- Regular Sunday English Masses celebrated at 8:00am and 11:00am, in addition to the 5:15pm Masses on Saturday and Sunday. Coordinates cantor rotation for the 5:15pm Masses.
- Holy Days (6 including Ash Wednesday)
- Special Masses (Healing Masses, First Communion, Confirmation, etc.)
- Christmas Eve/Day
- Holy Thursday/Good Friday
- Funerals (approx. 12/year) and Weddings (approx. 12/year)
- Other (possible) occasions:
 - Stations of the Cross at Lent (6)
 - Good Friday - - Community Service *“Seven Last Words of Christ”*
 - May Crowning
 - Community Thanksgiving service - - practice with participating choir members. Prepare choir members for Eucharistic Congress Concert
 - Advent Prayer Service

3. CHOIRS / CANTOR REHEARSALS. prepare and staff rehearsals for adult choir and separate musician rehearsals. Scheduling of Cantor rehearsal at mutually agreeable times. Below are the current choirs and their current rehearsal schedules the DMM will be responsible for:

- Sunday Morning Choirs (8:00am and 11:00am) --- Tuesdays 7:00-8:30 pm
- Children’s Choir--- Sings periodically, during Easter or Christmas.

4. ADMINISTRATIVE FUNCTIONS. Oversee proper maintenance of organ, pianos (5), and other instruments. Oversee care of other music ministry equipment such as microphones, amps, etc. Attend Staff meetings, Liturgical Commission meetings and Funeral Planning meetings. Keep up with subscriptions and proper music ministry materials. Prepare an annual music ministry budget. Keep up with VIRTUS training and ensure that other volunteers/paid musicians are current as well. Coordinate the changing of the liturgical colored banners in the sanctuary. Prepare and format programs for: Christmas Eve/Day Masses, Easter Sunday Masses. Must obtain proper permission for use in the aforementioned programs and any other duplication of copyrighted music.

5. OTHER DUTIES. Meet with wedding couples to plan music. Help wedding couples with content and layout of wedding program. Keep current with liturgical, music and church documents. Other duties as assigned by the pastor.

6. EXPERIENCE/EDUCATION. Bachelor of Music, preferably in piano, or related field or equivalent work experience. Choral directing experience highly preferred. Ability to play organ a plus. Knowledgeable in sacred music and the liturgical practices of the Catholic Church. Actively practicing Catholic highly preferred.

7. OTHER SKILLS: Strong interpersonal communications skills with the ability to observe, question, listen, give and accept feedback, and deal with change. Conversational Spanish a plus.

To apply contact: Nina Connolly, DMM Search Committee at nconnolly11@gmail.com ph. 585-766-9485