

## **Director of Music and Organist**

The Shrine of St. Bernadette  
11509 Indian School Rd. NE  
Albuquerque, NM 87112

Terms:  
FT Employee

Experience:  
1-2 Years (minimum)

Education:  
High School/College

Base Pay:  
Hourly

### **Job Description**

The Shrine of St. Bernadette Catholic Church in Albuquerque, NM in the Archdiocese of Santa Fe, a parish with less than 1000 families is seeking a full-time Director of Music and Organist to work with cantors, and adult and children's choirs, to continue developing our sacred music program and oversee all liturgical music.

The Director of Music and Organist is responsible for directing all aspects of the sacred music program including planning and providing music for weekend Masses, Holy Days of Obligation, funerals, weddings and other liturgical celebrations. He/she will also be the recommended musician at all weddings and funerals that are held at St. Bernadette or will provide an oversight and consultation function if another musician is requested, working with families and musicians to select appropriate liturgical music.

He/she will approach this key ministry by embracing the true purpose of sacred music - this is, the glory of God and the sanctification of the faithful through right worship. The ideal candidate should be proficient in choral conducting, chant, organ and Catholic liturgy and be willing to support the holiness of the liturgy. Requirements include a love of sacred music and ample experience in this realm. The position reports directly to the pastor.

## **Responsibilities:**

- To oversee, evaluate and coordinate all sacred music, musicians and choirs in coordination with the pastor of St. Bernadette.
- To recruit, develop and retain cantors and choir members for all Sunday Masses and Holy Days of Obligation as well as other Holy Day Masses such as Easter, Holy Week Liturgies, Confirmation, First Communion and all other Solemnities.
- To hold regular weekly choir practices and musical formation for the choir members he/she conducts.
- To arrange for organ or other music preparation at least 15 minutes prior to each Mass.
- To serve as a member of the parish staff, attend staff meetings when schedule permits and to maintain a good working relationship with all ministers of the parish.
- To find appropriate substitutes who can serve the parish during personal time off or vacation.
- To coordinate a unity choir once or twice a year composed of the various choirs.
- To coordinate a yearly dinner for all choirs as a team building day.
- Capable of helping the parish grow in its understanding of the role of sacred music within the liturgy.
- Must have good communication skills and servant leadership skills that allows him/her to enter into fruitful dialogue with choir members, other employees and parishioners.
- Must be a practicing Roman Catholic in good standing with the Church, fully supportive of the Church's teachings and moral life.
- Must maintain up-to-date personal certification for diocesan Safe Environment program
- Must have ability to maintain confidentiality.

**Please send cover letter and resume to Brenda Sais at [bsais@ssbnm.org](mailto:bsais@ssbnm.org)**