

**Director of Sacred Music  
St. Mary of the Immaculate Conception, Muskegon, MI**

**Job Type: Full-time**

**Position Objective**

The primary objective of this position is to maintain and grow a high-quality sacred music program at Saint Mary's of the Immaculate Conception parish. This program is to be rooted in the sacred music tradition of the Church, most especially Gregorian chant, polyphony, and hymnody.

**Summary**

Saint Mary of the Immaculate Conception parish in Muskegon, Michigan is seeking a Director of Sacred Music. Saint Mary's is an urban parish with 850 families and growing! It is located in downtown Muskegon just minutes from Lake Michigan and 35 minutes west of the city of Grand Rapids. We have four weekend Masses, three in English and one in Spanish. At some Masses the Introit, Offertory and Communion Propers are chanted in the vernacular and Gregorian Chant Ordinaries in Latin are used. At other Masses, a mix of Propers and hymns, and English, Spanish, or Latin ordinaries are used. The Source and Summit Missal with the Digital platform are used for all the Masses. All Masses are celebrated *ad orientem*.

We are looking for a music director with the heart of a teacher to enrich our congregation's knowledge of liturgy and the Church's musical tradition. This person must be a proficient organist and choral director for both rehearsal and Mass with a proficiency in singing and reading chant notation. This candidate will have a deep understanding of the Church's tradition of sacred music and exercise a hermeneutic of continuity when discerning the liturgical fitness of both long standing and newly composed music.

**Qualifications/Requirements**

- Knowledge of the breadth and continuity of Catholic liturgy and the Catholic Sacred Music tradition, especially as found in *Tra le Sollecitudini*, *Sacrosanctum Concilium*, and *Musicam Sacram*
- Bachelor's degree in Music or related field
- Proficiency in vocal execution of liturgical music
- Superior abilities as an organist, demonstrating facility in executing solo organ repertoire, accompanying choral music, and leading congregational singing
- Experience with Gregorian Chant, polyphony, traditional hymns, and current sacred music composers and organizations
- Familiarity with the Spanish language or willingness to learn proper pronunciation.
- Enthusiasm to continue education in the Liturgy and Sacred Music
- An initiator and leader, committed to the spiritual growth of the parish and nourishment of the congregation through sacred music
- Ability to use the Source and Summit digital platform to help create weekly liturgies

- Strong written and verbal communication skills
- Demonstrates a commitment to personal religious and spiritual formation in the faith
- Candidate must be a practicing Roman Catholic, committed to modeling the values of the Roman Catholic Church, and faithful to Christ and the magisterium

### **Essential Duties**

- Under the direction of the pastor, the Director of Sacred Music schedules and oversees music at parish Sunday liturgies, some Holy Day of Obligation Masses, and special liturgies such as Christmas, Ash Wednesday, and Triduum
- Cantors as needed
- Schedules and leads rehearsals for choir and traditional scholas. Extra rehearsals may be necessary for high seasons
- Recruits, trains, and retains choir members, cantors, and schola members
- Provides music for funerals and weddings
- Encourages a love and appreciation for Sacred Music in the parish through ongoing education and catechesis
- Attends and participates in general parish staff meetings and retreats
- Schedules tunings and maintenance for all parish musical instruments
- Recommends all necessary worship aids, hymnals, and other resources to pastor

### **Organ Details**

The organ located in our renovated choir loft was built by Henry Fowler in 1980. It is a full pipe organ with 2 manuals and 15 ranks.

For full details visit <https://pipeorgandatabase.com/organ/46954>

### **Accountability**

This position will be responsible to the pastor, and will meet regularly with him. This position will work 40 (sometimes slightly more or less) hours per week. Performance reviews and salary increases will be agreed upon and in accordance with diocesan guidelines.

### **Salary and Benefits**

Competitive and commensurate with qualifications and experience. Full benefits are offered through the Diocese of Grand Rapids.

Please submit resumes (along with a recording of work, if desired) to Adam Raha ([manager@stmarysmuskegon.org](mailto:manager@stmarysmuskegon.org))