

DIRECTOR OF SACRED MUSIC:

DESCRIPTION

SUMMARY OF POSITION

Saint Helena Catholic Church & School (Pre-K through 8th grade) in Minneapolis, MN is seeking a dynamic individual to serve as the Director of Sacred Music. The director will strive to glorify God through music with a pastoral approach and is responsible for the overall execution of the church's sacred music program.

This individual oversees the Parish Choir. Duties include regular liturgies and weddings/funerals, and hopefully build a Schola and Youth Choir. It is preferred that candidates also be able to serve as organist, though the position can be split into two positions if two candidates in different areas of expertise (organ and choral conducting) are the best match.

The liturgy at Saint Helena is the “source and summit” of daily life as Catholic Christians. Our parish greatly values music's essential contribution to enhancing the transcendence of liturgical life. To that end, the Church of Saint Helena has a strong commitment to the entire treasury of the Church's sacred music—both old and new. Saint Helena is blessed to have a respected servant leader, Fr. Marcus Milless, who is an ardent supporter of sacred music.

PRINCIPAL DUTIES

- Three Weekend Masses: One Saturday & Two Sunday
- Holy Day Masses
- Stations of the Cross Fridays During Lent
- School Masses
- Funerals and a Few Weddings
- Direct Adult Choir
- Resurrect Children's Choir
- Pick Hymns and Sung Mass Parts and Prepare Monthly Music Schedule
- Responsible for Arranging Organ Maintenance
- Acts as principal organist (preferred)

The Organ is a Three Manual Wick with Additions in 1990-50+ STop

QUALIFICATIONS

QUALIFICATIONS, KNOWLEDGE, SKILLS, AND ABILITIES

- Bachelor Degree or Equivalent Required. Masters Preferred
- Practicing Catholic
- An excellent reputation as a musician and individual
- Proficient organ performance and/or excellent choral directing skills
- Training and experience in developing and recruiting singers
- Skilled in administration, development of print materials, communication, collaboration, and supervision
- Experience in developing a pastoral approach to sacred music ministry
- Ability to communicate positively with parishioners, staff, parish school and broader community.
- Will Go Through Virtus Training
- Knowledge of and commitment to Catholic Church directives regarding liturgy and music

COMPENSATION

- Competitive salary for today's market, weddings and funerals, and use of space for organ, piano, and voice lessons
- Vacation, health benefits, sick leave per diocesan policy

APPLICATION INSTRUCTIONS

Interested candidates can submit a resume and cover letter (in which you should explain your personal vision of sacred music for a modern, traditional parish church) to Lisa MacKenzie at the Church of Saint Helena (mackenzie@sainthelenampls.org).