



Director of Liturgical Music

Major duties and responsibilities

- Collaborates with the Pastor/Parish Director and with other members of the parish staff, integrating his or her own area of responsibility with the overall parish endeavor.
- Serves a member of the pastoral staff, attends staff and Prayer and Worship committee meetings.
- Directs the parish music program, selects and plans music for use in parish liturgies.
- Principal musician for weekend Masses (Saturday and Sunday) as well as holy days and all other parish liturgical celebrations.
- Principal musician for funerals and weddings (compensated separately).
- Principal musician for school prayer services/Mass.
- Choral director for parish adult and bereavement choirs.

Music Selection

- Selects music for parish liturgies, keeping in mind musical, liturgical and pastoral needs which will lead to full and active congregational participation.
- Builds parish repertoire of music and seeks to incorporate both traditional and contemporary liturgical music for liturgical celebrations.
- Meets with families/couples in the planning of music for funerals and weddings.
- Researches, evaluates and purchases new music as needed.
- Prepares printed worship aids or audio/visual slides as necessary.

Musician Development

- Develops an adult choir, prepares and rehearses music as needed.
- Rehearses and collaborates with other musicians and instrumentalists, both volunteer and paid professionals as needed.
- Schedules and provides ongoing training for cantors.
- Works to build membership and commitment to various choirs and recruits music ministers by reaching out and getting to know parishioners.

Administrative Duties

- Stays current on official statements and documents regarding music and liturgy in Catholic worship and ensures that sound liturgical principles and appropriate guidelines are followed for all parish celebrations.
- Prepares and manages the budget for parish music program in collaboration with the Pastor/Parish Director and Business Manager.
- Submits requests for payment of services and materials.
- Schedules instrument maintenance service and repairs.
- Maintains parish audio/visual equipment.
- Maintains membership in national and local liturgical music organizations.
- Promotes good public relations both within and beyond the parish, and is involved in ecumenical, cluster, Deanery and Archdiocesan networks of professional peers.
- Continues education and professional development by attending workshops and conventions as necessary.

Qualifications

- One to three years parish music experience preferred.
- Bachelor's degree in Liturgical Music or one to two years related experience and/or training, or equivalent combination of education and experience.
- Keyboard proficiency.
- Is knowledgeable of and comfortable with the musical traditions of the Catholic Church, including both traditional and contemporary settings for the congregation, choirs, cantors and instrumentalists.
- Has a thorough understanding of the musical, liturgical, and pastoral judgments which must be made in selecting music for liturgy.
- Strong understanding of Catholic theology and liturgy.

Compensation

Type

Hourly

Notes

Additional Information

Start Date

Location

St. Margaret Mary - Milwaukee (E09)

Department

County

Milwaukee

Job Category

Parishes - Music/Liturgy

Employment Type

**Part Time
Notes**

To Apply

Instructions

Send cover letter and resume to: Mary Blinkhorn via email to: mblinkhorn@stmmmp.org

Contact Name

Mary Blinkhorn

Address

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