

# Director of Music Ministry

## Position Summary

In consultation with the Pastor and Director of Parish Life, the Director of Music facilitates the development of music for worship at Christ the King Parish through the music ministry. The director is responsible for the effective planning, coordination, and execution of music within the liturgical celebrations of the parish and other parish programs (such as Alpha). The Director is supported by the Coordinator of Liturgy and collaborates closely with the Clergy and Parish Staff.

## Responsibilities

- Participates in the life and ministry of the parish
- Plans, coordinates and executes music for all parish liturgical celebrations (weekend liturgies, holy days and special celebrations) with a goal of congregational participation and prayer
- Provides oversight and assistance to incorporating music in other parish programming, such as parish retreats, Alpha, Leadership Summits etc.
- Recruits, equips, motivates, supervises and shepherds parishioners in the music ministry including Adult, Children's, Handbell and Consolation Choirs
- Appropriately delegates tasks and activities to volunteers to maintain balance and a cohesive team approach to the music ministry. Supervises volunteer groups such as "Raised in Glory" for Praise and Worship services and "Wandering Souls" for Community events
- Serves as a resource for musical and liturgical matters for the parish
- Provides regular organ accompaniment at liturgies, holy days and other special liturgies, though other organists may occasionally be scheduled
- Holds training and development workshops for cantors, singers and musicians
- Meets with engaged couples and families to plan music for wedding and funeral liturgies
- Prepares and administers the annual budget for music ministries
- Administers and coordinates the operation, maintenance and repair of the musical instruments and equipment as needed (this may include audio-visual needs in the choir loft)
- Ensures that all licensing and copyright regulations are followed
- Works with SJRS (our Catholic school) teachers in preparing students to sing at school Masses
- Attend staff meetings, Liturgical Committee meetings and Leadership training as requested

## Qualities and Key Attributes

- Displays and maintains an active spiritual life rooted in a growing relationship with Jesus Christ, committed to personal prayer, reading scripture and church attendance at Christ the King Parish
- Fully embraces the mission, vision and Plan for Renewal of Christ the King Parish
- A prayerful person of faith committed to personal and professional growth, with extensive knowledge in and love for Catholic liturgy
- Bachelor's Degree in Music or a related field required
- Experienced in choral conducting and development
- Proficient on organ and piano
- Broad musical knowledge of styles including standard modern Catholic music, traditional hymns, and Praise and Worship style of music
- Ability to work within a team
- Humility to receive and give feedback
- Servant leadership: we lead by serving others
- Ability to maintain positive relationships with team members
- Results-oriented
- Passion for reaching those who do not have a relationship with Jesus
- Flexibility in work hours including weekend and evening hours as part of the standard workweek