

Part-Time Coordinator of Liturgical Music

St. Rose of Lima Catholic Church

PURPOSE: Serves the parish as principal musician, organist or pianist and/or choir director, according to the highest standards established by this profession.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

Duties include but are not limited to the following:

- ✓ Provides service playing for the regular parish liturgical celebrations, including weddings and funerals and Quinceañera, with particular attention to accompanying the assembly
- ✓ Prepares assembly for liturgies through rehearsals prior to liturgies
- ✓ Introduces new music and encourages congregational participation
- ✓ Communicates through the parish bulletin when needed
- ✓ Actively participates in parish staff, Liturgy preparation groups or music support committee
- ✓ Develops budget for liturgical music and is accountable for music expenditures
- ✓ Follows church and legal laws regarding copyrights and copying music
- ✓ Participates or cooperates with liturgical music projects of the deanery or archdiocese, when feasible

JOB QUALIFICATIONS:

- Must have a high degree of proficiency in playing the organ and/or piano, as attested to by formal credentials and a personal performance audition
- Should have a working knowledge of other instruments, which might be used in liturgical music
- Has knowledge of the Church's liturgical tradition as well as current liturgical practices
- Ability to work independently, organize and arrange priorities
- Ability to schedule and produce work on a timely manner
- Verbal skills to communicate and work closely with parish staff and others
- High level of discretion and integrity

WORKING ENVIRONMENT:

- ◆ Regular weekend and office work hours required: weekend Masses 5:00PM Saturday, 8:00AM & 10:00AM Sunday, Thursday Mass with Students @ 8:15AM.
- ◆ In addition to regular parish liturgical schedule, the Coordinator of Liturgical Music may be required to provide music for additional services during Holy Week, sacramental celebrations, parish missions, weddings and funerals
- ◆ Office Hours Worked: Monday-Friday, (9:00 – 5 PM)

If interested, send a letter of interest and /or resume to Deacon Ed eherrera@stroselima.org