

# Assistant Organist and Assistant Music Director St. Anne Catholic Church – Houston

2140 Westheimer Rd.  
Houston, TX 77098

## **Summary:**

Assistant Organist and Assistant Music Director-30 hours per week

- Organist/pianist for weekend, holiday and funeral masses as scheduled by Music Director
- Handbell ensemble
- Wedding organist/pianist / coordinator of weddings as assigned by Music Director
- Assistant – answer questions and advise on musical matters; be generally available during office hours; attendance at holiday and special services; sing in adult choir and assist as needed; rehearse adult choir as needed; clerical and office work as needed; prepare for outside musicians; set up spaces (organ loft, wedding chapel etc.) for making music; assist with instrument repair and maintenance as needed
- Evaluate the instruments and make recommendations for repairs as needed.
- Any other duties as assigned by the Music Director
- Responsibility to Director of Liturgy

## **Education/Experience:**

A minimum of a bachelor's degree (Masters Preferred) in organ performance. Minimum of 5 years of accompanying. Proficiency in computer skills and technology. The candidate must have strong interpersonal skills with the ability to relate to different age groups and backgrounds. Excellent oral and written communication skills are a must. Spanish is a plus.

Please send your resume to [tjaber@saintanne.org](mailto:tjaber@saintanne.org) if you are interested.