

Director of Music

Christ Our Light Catholic Church

Navasota, TX

Job Description

The Director of Music facilitates the music for all liturgical celebrations. These responsibilities include directing and planning regularly scheduled weekend liturgies (Saturday 6:00 p.m. and Sunday 8:00 a.m. in English and Sunday 1:00 p.m. in Spanish); directing, scheduling and rehearsing adult choirs, rehearsal, recruitment and formation of parish cantors and music volunteers; Musician (Piano and Organ preferred) at all weekend Masses, Holy Days of Obligation, seasonal programs and faith formation programs and weddings or funerals. He or she must have strong organizational skills, the ability to prioritize workload and multitask to meet demands and a high level of accuracy and attention to detail.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Person of Faith - As a pastoral minister, the musician has the responsibility to nurture his or her own faith in order to nurture the faith of others. The director of Music is a professional musician who has a thorough understanding of the Roman Catholic Liturgy
- Professional Person - Competent level of professionalism in all duties including:
 - Pursuing personal educational advancement in musical skills to improve or maintain skills in voice, conducting and the instruments upon which the musician is expected to perform
 - Securing musicians, as needed, for special celebrations, such as Christmas, Easter and Confirmation, and scheduling Cantors for each Mass
 - Innovating, motivating and training all musicians, including practical preparation for cantors, choral and instrumental groups and fostering unity among all musicians to create a spirit of harmony at all liturgies
 - Researching and mastering liturgical music that is effective in promoting spiritual growth and matched to the skills and voices of the choirs and parish community
 - Keeping current with any official statements or documents on music, liturgy and developments in the pastoral field and researching music for use in liturgy or special performances and securing proper copyrights required for preparing worship aids or music for the choir
 - Preparing and managing budget for the parish music program
 - Making recommendations for the purchase of new instruments, sound equipment, hymnals and music supplies, as necessary
 - Working with the Coordinator of Liturgy to ensure cohesive planning of parish liturgies
 - Coordinating with Faith Formation Coordinator in preparation of musical requirements for 1st Communion and/or Confirmation (including retreats)
 - Meeting with brides or families in preparation of weddings, funerals and quinceañeras (There will be extra fees for actual performance at these events.)

Education/Experience

Bachelor's degree or 5 years of music planning/directing

Professional level musician who can also provide leadership conducting and correcting any choral mistakes in a professional and constructive manner

Provable knowledge of the Roman Catholic Mass and standard Catholic hymns

We have an SATB choir of mixed skill levels and will need someone who can work with people who cannot read music

Persons interested in applying for this job should contact Christ Our Light Catholic Church at 936-825-3920 or email their resume to Nelda@ChristOurLight.org.