

Job Description

Title/Position: Coordinator of Music Ministry

Date Posted: 11-2-18

Date Closed: _____

Category (Hourly or Salary): _____

Employment Type (e.g. Fulltime, Part-time, Temporary): Part-Time or Full Time

Start Date: _____

Location: St. Francis of Assisi Parish in Dale, Mariah Hill, & Santa Claus

Degree/Licensure Requirements: _____

Other Job Requirements:

Manage liturgical music for the parish 3 locations and encourage parishioner participation in the liturgy. Candidate should be knowledgeable of Roman Catholic liturgy and competent in piano and choral performance. Knowledge of organ and solo vocal performance is desirable. Candidates must respect and uphold the teachings of the Catholic Church, be able to honor and maintain confidentiality, and fulfill the requirements of Safe Environment training protocol.

Job Description:

Conduct rehearsals with choir, cantors & accompanists. Select and coordinate Mass music (Saturday 4:30, Sunday 7am and 9am), including accompanying Masses. Oversee the administrative needs of music ministry. Maintaining music library, acquiring copyright licensing for new music, etc. Collaborate with Worship Commission and parish staff on special events (e.g. funerals, prayer services).

How to Apply:

Please mail or email cover letter and resume to:
Rev. Crispine Adongo, St. Francis of Assisi Parish, PO Box 684 ~ 8 E. Maple St., Dale, IN 47523
dfcarpenter@evdio.org