

Director of Music Ministries Position

St. Paul of the Cross Church in Northwest Atlanta has an opening for a part-time Director of Music Ministries position. The Director has goals and the responsibility of developing a prayerful, singing assembly through celebration, preparation, and evaluation and through education and personal ministry. With the cooperation and assistance of all the parish ministries, the Director of Music Ministries will support the gospel message through song and challenge the assembly to live it more fully.

The goals for the Program of the Music Ministries will be: To build and sustain congregational song at the 4:30 p.m. Saturday and the 10:00 a.m. Sunday liturgies. To help to increase regular participation in these liturgies through the quality of music. To develop a plan to expand participation in all the Music Ministries including the Miracle Choir, Young Adult Choir, Children's Choir, Cantors, Teen Ensemble, and instrumentalists. To foster active participation at the liturgy through congregational singing, reflective and prayerful execution of instrumental and choral/solo musical selections. To evaluate current musical resources and traditions, and potentially adjust them according to the ministerial vision of the parish, Worship Commission, Pastor and Parochial Vicar.

The Director of Music Ministries will be responsible for all music associated with worship, religious education, social ministry, and evangelization in the parish. Ordinarily, the Director of Music Ministries will be responsible for performing the Sunday liturgies as accompanist (piano and organ) and choir director each weekend and major feast. In addition, the Director of Music Ministries will be responsible for coordinating and staffing all other liturgies with competent musicians, utilizing other musicians as necessary. Coordinate all musicians (guitar, bass, wind instruments, timpani, etc.) and ensure quality of musical performance during masses at which these people minister. Coordinate all bilingual masses. The Director of Music Ministries will be responsible for planning and executing the music at all liturgies of the religious education program, as well as special celebrations. Conducting weekly rehearsals on Wednesdays with Miracle Choir (7:00 p.m.-8:00 p.m.), Young Adult Choir (8:30 p.m.-10:00 p.m.). Conducting extra rehearsals when needed for Advent, Christmas, Lent, Holy Week, Easter and other special services as listed above. Bi-weekly rehearsals with Children's Choir during the school year. Monthly (or more frequent) rehearsals with parish Cantors. Scheduling Cantors on a rotating basis. Designing and printing weekly, seasonal, and/or special occasion worship aids, including any additional music not found in the parish hymnals as needed. Recruit, arrange, and coordinate special volunteer musicians for Christmas and Holy Week/Easter celebrations, as well as conduct rehearsals and arrange music as necessary for these musicians. Ensure all copyright licensing and usage reporting to the major music publishers (GIA, OCP, WLP, CCLI). Maintain and expand current Music Library. Coordinate when necessary with Sound Ministry. Select appropriate repertoire and build special yearly music books for Youth Ministry Group in collaboration with Director of Youth Ministry

Actively participate in monthly meeting of Worship Commission. Provide a visible, accessible presence at parish events and demonstrates an interest and concern for the tastes and faith expressions of parishioners. Serve as a resource on musical and liturgical matters for all staff and volunteer ministers in the parish, as well as provide catechesis to the parish at large on matters of corporate worship and musical celebration. Maintains active involvement in Archdiocesan and national networks/professional peer groups. Collaborates with the Chair of the Finance Council on preparation and implementation of the Music and Liturgy budgets. Other duties as deemed appropriate and necessary by the pastor.

Qualified candidates must have a Bachelor's Degree in Music or a related field required; Master's Degree preferred; Proficient on piano and organ, in conducting, and in singing; Excellent computer skills (Microsoft Office, Publisher, Music writing/editing software such as Finale or Sibelius, Social Media); Exemplary communication skills (working well with adults and children alike, as well as with youth); Ability to improvise on keyboard instruments as well as reading music; Eclectic/versatile musical knowledge and styles including modern Catholic music, traditional hymns, Gospel and contemporary music, Lead Me Guide Me and Praise and Worship styles of music. Working knowledge of basic sound system functions; 3-5 year work experience preferred.

Please forward resume along with a cover letter to Fr. Jerome McKenna, C.P., St. Paul of the Cross Catholic Church, 551 Harwell Road, N.W., Atlanta, Georgia 30318 or stpaulofthecrossatl@gmail.com. No phone calls please.