

Christ Our Light Family of Parishes
Job Description: Music Director
St. John the Baptist & Precious Blood

Job Title: Director of Liturgical Music

Location: St. John the Baptist (Maria Stein) & Precious Blood (Chickasaw)

Position Type: Part-time (20 hours/week)

Reports To: Director of Worship

About Us:

The Christ Our Light Family of Parishes is a vibrant and welcoming Catholic community committed to fostering a strong sense of community, faith, and worship. We are seeking a dedicated and talented Music Director to lead our music ministry and enhance the spiritual experience of our parishioners through music.

Job Summary:

The Music Director will be responsible for planning, organizing, and directing the music programs at St. John & Precious Blood. This role plays a crucial part in enriching the liturgy, fostering spiritual growth, and building a sense of unity among our worshiping assemblies through music.

Key Responsibilities:

- Select and lead the music through strong organ and keyboard accompaniment skills at the following weekly Masses:
 - Wednesday, 7:15am at Precious Blood
 - Friday, 7:15am at St. John
 - Saturday, 5:00pm at St. John
 - Sunday, 9:00am at Precious Blood & 10:30am at St. John
- Prepare for and conduct two weekly choir rehearsals, one at each church
- Weddings: Meet with engaged couples to help them select music for their wedding liturgies. Play for all wedding liturgies unless other arrangements have been made.
- Funerals: The Music Director does not necessarily meet with bereaved families to plan the liturgy. However, the Music Director will play for all funeral liturgies and ensure appropriate music is selected for all parts of the funeral Mass.
- Other: The Music Director is expected to play for holy day, Holy Week, and other liturgies throughout the liturgical year.

- Other: the Christ Our Light Family musicians gather on an as needed basis to collaborate on shared experiences in our churches and form a support network. Musicians also work together to coordinate Family prayer events as needed.
- Other: Attend staff meetings and other music/liturgy related
- Other: Attend national/diocesan/deanery level conventions/workshops/meetings for continuing education as needed.

Music Selection and Preparation:

- The Music Director will select music for all liturgies and choirs using the premise of full, active, and conscious participation by the assembly.

Choir and Ensemble Leadership:

- Recruit, train, and direct choir members and instrumentalists.
- Foster a sense of community, commitment, and spiritual growth among choir members.
- Conduct regular rehearsals to prepare for Masses and other liturgical events.

Administrative Duties:

- Manage the music ministry budget, including the purchase of music, equipment, and resources.
- Coordinate scheduling and communication with choir members and musicians.
- Keep records of music selections and liturgical plans.

Qualifications:

- A deep commitment to the Catholic faith and an understanding of Catholic liturgy.
- Proficiency in playing the organ and piano, and knowledge of liturgical music.
- Strong leadership and a pastoral approach to working effectively with volunteers, engaged, and bereaved families as needed.
- Ability to create a welcoming and inclusive environment in the music ministry.
- Familiarity with a wide range of liturgical music styles fitting the tradition of the parishes including traditional hymnody and contemporary music.
- Previous experience as a music director or a similar role in a Catholic parish is preferred, but not required.

Working Environment:

Regular weekend and evening hours required. Along with the regular liturgical schedule, musicians may be required to provide music for additional services during Holy Week, sacramental celebrations, weddings and funerals.

Employees of Christ Our Light Family of Parishes will have knowledge of the Catholic faith, a willingness to work for a Catholic, faith-based agency and adhere to the policies of St. John the Baptist Catholic Church. Employees will not publicly oppose the teachings of the Catholic faith nor publicly advocate for any position in conflict with Catholic teaching, or the specific positions of the Archdiocese of Cincinnati or the United States Conference of Catholic Bishops with regard to Catholic teaching. This requirement includes any public speech, demonstration or writing including the use of social media or other digital technologies.

Employee Signature

Date

Pastor Signature

Date

Application Process:

Interested candidates should submit their resume and a cover letter or to:

Nick Wilker

Director of Worship

Christ Our Light Family of Parishes

120 South Eastmoor Dr.

New Bremen, OH 45869

hrmusic@nktelco.net

Deadline for Application: November 17, 2023 with a projected start date of March 16, 2024 or sooner.

Bulletin announcement:

MUSIC DIRECTOR

Due to the retirement of Marian Heitbrink, the Christ Our Light Family of Parishes is seeking a dedicated and talented music director for St. John the Baptist (Maria Stein) and Precious Blood (Chickasaw) Churches. The Music Director will serve as the principal organist and choir director for both churches. Please see the Marion Catholic Community website for a full job description. Any questions regarding the position or to apply should be directed to Nick Wilker, Director of Worship (hrmusic@nktelco.net).