

Job Posting

St. Ambrose Parish is seeking a Full Time Director of Liturgical Music Ministries. This is an onsite role, Sunday required, some Saturdays and evenings required.

The Director of Liturgical Music Ministries is responsible for preparation, coordination, performance, and leadership of music within the liturgical celebrations of the parish. The Director of Liturgical Music Ministries is a dynamic leader with a passion for and knowledge of sacred music and Catholic liturgy. The Director of Liturgical Music Ministries is also a team player who seeks feedback from other pastoral musicians and works to develop and maintain excellence among pastoral musicians by selecting challenging music and encouraging growth in musical skill. The Director of Liturgical Music Ministries is skilled in performing, directing, and teaching music and in fostering a positive atmosphere for all pastoral musicians and students to learn, worship, and make music together.

Responsibilities:

Select and/or approve music and musicians for all Saturday evening and Sunday Masses and for other services as specified, including:

- a. Holy days and special liturgies (e.g. Christmas, Holy Week);
- b. Other Sacramental Rites (e.g., Penance Services, First Eucharist, Mass of Remembrance, Funerals).

Responsible to personally conduct and/or accompany the music at one or two Masses per weekend and for other special services as noted above. Responsible for the scheduling of accompanist in his or her absence.

Knowledge, Skills, and Abilities:

- The ability to interact with parishioners, parish staff and other musicians.
- The ability to engage the parish in the musical celebration of faith at worship.
- The ability to make cultural and ethnic adaptations appropriate to the people of the Parish.
- Willingness to foster the Church and parish mission.

Education, Training and Experience

At least three years' experience as a pastoral musician (e.g., cantor, choir member, accompanist, director). Bachelor's Degree in Music or higher, or the equivalent including through knowledge of and training in music theory. Knowledge of Roman Catholic Liturgy. Proficiency in keyboard and choral performance. Familiarity with Gather Comprehensive and Flor y Canto preferred. Willingness to participate in continuing education and other opportunities for spiritual growth. Maintaining Memberships (i.e. National Association of Pastoral Musicians) and ongoing education. Complies with the Archdiocese of Indianapolis Code of Conduct. Maintains and safeguards confidential information. Being bilingual is preferred but not required.

Work Life Balance and Professional Growth

- Strong emphasis on work-life balance.
- Support and provide opportunities for continuing professional development.

Benefits

Full-time employees may participate in a benefits program that includes:

- Comprehensive Health plan
- Paid Parental Leave
- Employer contributed HSA for medical plan participants
- FSA and Dependent Care FSA
- Dental Insurance
- Paid Vacation, Sick, and Personal Days
- Life and Disability Insurance
- 403(b) matching

Please send resume and cover letter in confidence to: danstaublin@gmail.com