

Position Qualifications for Music Director at
St. Joan of Arc Catholic Church

Part time position requiring 8-12 hours each week. More hours may be required during certain Liturgical seasons.

Candidates for the position should possess the following minimum skills and experience:

- Experienced in leading and accompanying choirs and/or congregations
- Experienced in the selection of appropriate music for weekend liturgies and for special liturgical season events including funerals and weddings
- Strong organizational skills
- Proficiency in playing sacred music on the piano/keyboard/organ
- Proficiency in basic computer skills i.e.- word processing, email, etc.
- Proficiency in adjusting musical keys (transposition) in order to make songs fully accessible to cantors, choir and congregation.
- Must be available as follows:
 - Each Saturday from 4 pm to 6 pm (Mass)
 - Each Sunday from 9 am to 11 am (Mass)
 - Weekly rehearsal from 6:30 pm to 8 pm
 - Other special events including 7 pm Holy Day Masses, Christmas Eve, Christmas Day, New Year's Eve, and New Year's Day, funerals and weddings as needed
 - Attendance at once per month Liturgy meetings

Strongly prefer the following skills and experience:

- Experience with and respect for the Roman Catholic Mass
- Demonstrated ability to sight-read music
- Desire and ability to work, on occasion, with Spanish-speaking
- Coro during a separate weekly rehearsal and occasional bilingual Mass as needed (bilingual skills helpful but not required).
- Familiarity with solfege.
- Experience playing sacred music on the organ or keyboard