

MUSIC DIRECTOR (Part-Time) Stella Maris Family of Parishes
JOB DESCRIPTION

TITLE: Music Director
STATUS: Part time, Non-exempt, 12 month
REPORTS TO: Pastor

LOCATION: St. Mary Catholic Church (Bethel), St. Peter Catholic Church (New Richmond)

POSITION SUMMARY:

The Stella Maris Family of Parishes is seeking a part-time Music Director to serve as the organist/pianist for liturgies at both its St. Mary's (Bethel) and St. Peter's (New Richmond) parish locations. The scope of the work would include weekend Masses, Holy Days of Obligation, other special liturgies, and potentially, weddings and funerals.

PRIMARY RESPONSIBILITIES:

- Provide music at 5:00pm Saturday (St. Peter), 8:30am Sunday (St. Peter) and 10:30am Sunday (St. Mary) Masses
- Conduct rehearsal for cantors, musicians and choir as required
- Schedule musicians, cantors and choir members for liturgies
- Plan music for Masses and other special liturgies as required

QUALIFICATIONS:

- Proficiency in piano or organ and ideally, cantoring
- Strong working knowledge of sacred or liturgical music
- Bachelor's degree or equivalent experience
- Skills in planning, organization and volunteer management
- The ability to communicate and relate well to people

WORKING ENVIRONMENT:

The Music Director would work primarily out of the St. Mary and St. Peter churches, and may require some weekday work (funerals). The position would report directly to the pastor.

COMPENSATION:

Will be on a set rate, per event basis. Masses, special liturgies (weddings and funerals) and choir rehearsals will each represent a separate event.

VII. ACKNOWLEDGEMENT

Employees of Stella Maris 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 Stella Maris. 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. This requirement includes any public speech, demonstration or writing including the use of social media or other digital technologies.

Please send all communication or inquiries to: hr@stellamarisfamily.org

