

Music Director

Ottawa Catholic Community- Ottawa, Illinois

The Catholic Parishes of St. Columba, St. Patrick and St. Francis of Assisi (offices located at 122 W. Washington St., Ottawa, IL 61350) are seeking a dynamic Catholic and faith-filled director of music and worship to assist with playing, planning, directing and building up the music programs in our parishes. This person should have skills with a wide variety of musical instruments, preferably the keyboard, organ, guitar, or others.

SUMMARY OF DUTIES:

Weekly

- Responsible for coordinating music at all regular liturgies on weekends.
- Responsible for playing or scheduling accompanists for piano/organ at Saturday vigil and Sunday morning Masses each weekend of the Church Year.
- Responsible for enhanced liturgies on Christmas, Holy Week, Easter and Holy Days of Obligation.
- Responsible for coordinating special event Music for Masses and other celebrations.
- Coordinate music and cantors for all funerals and weddings discussing this with the priest celebrant (as scheduled).
- Develop Music Ministry for Volunteers (engage/involve other musicians with sacred worship)
- Form music ensembles (in consultation with pastor) to enhance the liturgies and special events with music at the highest level possible.
- Plan and prepare rehearsals and liturgies with the Adult Choir.
- Plan and prepare rehearsals and liturgies with the Youth Choir (grades 4-8).

This person should be able to cantor and teach cantoring skills to others. They should be able to read music and know intimately the sacred liturgy and liturgical seasons. Organizational skills are necessary, as well. Experience is necessary and welcomed. Salary range is from \$40,000.00 to \$47,000.00. Medical, Dental and Vision would be added to the full package of benefits and are included in a full time position. Please send resumes or contact msgmrdian@ottawacatholic.org.