

**Director of Music Ministry
Saint Eugene Catholic Church
Wendell, North Carolina**

We are a parish of a little over 1100 families, bilingual, English and Spanish, with four weekend masses.

August 10, 2017

Responsibilities include, but are not limited to:

- Responsible for all music and songs associated with Catholic Worship for all weekends, Solemnities, Feasts and Holy Days of Obligation, also provide music for Advent and Lenten Penance services, and Stations of the Cross during Lent.
- Reports directly to the Pastor, but works with the Parish staff and others as necessary to coordinate monolingual, bilingual, and/or multicultural liturgical celebrations.
- Plan and hold regular, weekly, and sometimes flexible rehearsals with parish musicians and choirs.
- Attend parish staff meetings
- Prepare an annual budget proposal
- Maintain and organize Parish music library
- Coordinate and schedule all musical system maintenance, being sure to update the office manager for the parish calendar

Position requirements:

- Knowledgeable / Experienced with Catholic liturgy
- Experienced with bilingual populations
- Willingness to expand and enrich the liturgical musical experience for the parish
- Established skills in communicating with staff and parishioners
- Able to accept requests and suggestions with grace and understanding
- Willingness to work with children and adult choirs
- Demonstrate and promote Christian values

Other position details:

- Reports directly to: Reverend Archie Tacay, CICM, our Pastor, and/or his associate, should a delegation occur, and works as part of the Parish Staff**
- Part Time**
- Salary will be determined based on talent and experience.**
- No medical benefits are available, two weekends of vacation a year, and three personal days.**

Send resume and letter of interest, and three references by close of business Friday, September 8, 2017 by email, subject line: Search Committee, to: steugeneoffice@gmail.com

Expiry of ad: Friday, September 8, 2017