

## Our Mother of Consolation Parish

9 E. Chestnut Hill Ave  
Philadelphia, PA 19118

[www.omcparish.com](http://www.omcparish.com)



### Choir Director/Organist Posting: 5-13-2022

Our Mother of Consolation Parish is seeking a Choir Director/Organist (salaried/15-19 hours/week) who engages the choir and supports the assembly's participation in the Mass by planning, rehearsing, and directing all music involving the choir.

#### GENERAL EXPECTATIONS:

- ❖ Proficient knowledge of Catholic worship, liturgy, and liturgical music norms.
- ❖ Willingness to expand choir repertoire to include contemporary liturgical composers
- ❖ Works in collaboration with the Pastor and Pastoral Associate.
- ❖ Works one weekend Mass with a cantor/choir.
- ❖ Works collaboratively with other parish musicians in season planning.
- ❖ Works with other parish musicians to assure coverage at all Masses.

#### RESPONSIBILITIES:

- ❖ Rehearsals
  - Direct and accompany weekly choir rehearsals on Thursdays, approximately 32 evenings from mid-September to mid-May.
  - Preparation for choir rehearsals: score study and practice, score marking, chorister folder prep, room set-up, music writing, etc.
  - Pre-Mass rehearsals/warm-up.
  
- ❖ Weekend Masses
  - Play & direct choir for 11:00 AM Mass ( mid-September to June)
  - Play & direct choir for 4:30 PM Vigil Mass - 1<sup>st</sup> Saturday of the Month\*\*
  - Play & direct cantor for 11:00 AM Mass when choir is not present

\*Weekly hours do not include funerals & weddings

\*\*Another parish musician will cover the 11:00 AM Mass

- ❖ Special Solemn Liturgies (exclusive of weekend duties)
  - Coordinates worship aids
  - Christmas Eve 9 PM Mass with Choir (including prelude)
  - Christmas Day 11:00 AM Mass with Cantor
  - Holy Thursday with Choir
  - Easter Vigil with Choir
  - Easter Sunday 11:00 AM Mass with choir
  - Confirmation Mass

- ❖ Holy Day Masses - Works with other parish musicians to assure coverage at all Masses
- ❖ Ongoing recruitment for Choir members
- ❖ Organ: supervise maintenance and repairs
- ❖ Researching, Drafting, preparing & distributing:
  - Choir rehearsal & singing schedule
  - Seasonal choir repertoire plan
  - Maintenance of choral library and choral music orders & hymnal
- ❖ Funerals: The priest works with the family in planning the funeral Mass. Once planned, the parish organist/choir director coordinates the music and arranges for a cantor, extra musicians, etc. The other parish musicians are available to substitute. The funeral director pays the musician for funerals at the stipend set by the musicians.
- ❖ Weddings: Ordinarily, the parish organist/choir director plays for all weddings, unless the couple requests other musicians. Visiting musicians must be approved by the pastor. The parish organist/choir director assures that music for weddings follows the norms for sacred music at weddings and reviewed with the priest prior to being finalized. Musicians set the fee for the wedding, which is paid directly to the musician by the couple.

**WORKING SITUATION:**

The Choir Director ministry requires variable hours after regular business hours to meet the needs of the parish. It requires weekend, holiday and evening availability for events or the ability to arrange coverage. These times include but are not limited to weekend masses, Christmas Eve/Day, Holy Week/Easter, etc.

Employee’s Acknowledgment and Acceptance: This ministry description seeks to provide clarity and focus to the general role. It is not intended as - nor can it be an all-inclusive list of every task that may emerge during the course of work, nor is it a static document. Nothing in this ministry description restricts the pastor’s right to assign or reassign duties and responsibilities to this job. Parish ministry takes many forms and goes many directions. All ministry positions at the parish must be prepared to shift focus as the needs of the parish and ministry change.

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Please send CV as a PDF to [bbazzoli@omcparish.com](mailto:bbazzoli@omcparish.com) , please write OMC Choir Director in the subject line

Fr. Bob Bazzoli, OSFS  
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