

ST. HENRY CATHOLIC CHURCH

POSITION TITLE: Music Director

Opening Date: 11/08/2022

Closing Date: When Filled

Location of Job: St. Henry Catholic Church

Location Address: 346 NW 1st Ave., Gresham, OR 97030

Position: Part-time. Compensation based on education, skill level and experience.

Position Summary: Music Director to lead musical aspects of worship during weekend Masses and Holy Day services.

Primary Responsibilities:

- Attend weekly rehearsal.
- Prepare music prior to services on a weekly basis.
- Maintain personal music files, especially Mass settings and service music.
- Communicate and collaborate with the Pastor and other members of the parish on a regular basis.

Required Knowledge, Skills and Abilities:

- Experience with proven skills of music and management.
- Bachelor's Degree in Music preferred.
- Active Catholic or an understanding of Catholic liturgy preferred.
- Familiarity with Catholic repertoire and other sacred music or hymns as found in OCP, GIA, and WLP.
- Willingness to learn new music.
- Strong sight-reading capabilities.
- Ability to encourage the participation of the congregation through voice and gestures.
- Ability to attend key rehearsals prior to major events, such as Christmas & Holy Week.
- Willingness to work with an ensemble for specific events.
- Strong verbal & written communication skills.
- Willingness to maintain strong lines of communication with the Music Director via email, text, or phone calls, as needed.



Physical Demands: While performing the duties of this job, the employee is required to stand, walk, talk, sit, hear, and use repetitive motions of the hands/wrists. Lifts and moves items up to 15 pounds.

Please send resume and cover letter or any further questions to Claire Clow.

cclow@archdpdx.org

(503) 665-9129