ST. MICHAEL CATHOLIC CHURCH

JOB DESCRIPTION

Job Title:	Musical Accompanist (Pianist)				
Reports To:	Pastor				
Department	: Liturgy & Music Ministries				
Status:	Paid Part-time and On-call (Non-exempt Staff) (2 hours/week)				

General Purpose: Provide support to the Pastor and Music Coordinator, with specific responsibilities for providing musical accompaniment for sacramental rituals, rehearsals and Masses. Ensure quality liturgical music for the parish and enhance the liturgical celebrations.

Essential Duties and Responsibilities:

- Is able to demonstrate proficiency on the piano and preferably, the organ also.
- Possesses a thorough understanding and uncompromising support of the music ministry objectives of the universal Catholic Church and the local, St. Michael Catholic Church.
- Represent the clergy, staff and parish in a positive manner.
- Play the piano at rehearsals and Mass, in coordination with the Music Coordinator. Be especially attentive to Sunday Mass (10 a.m.) and Holy Days of Obligations (7 a.m. and 7 p.m.).
- Attend scheduled rehearsals, if/as needed.
- Practice music ahead of rehearsal and scheduled liturgies for the purpose of learning the music and being able to perform it correctly.
- Coordinate with the Music Coordinator in rehearsal activities for the purpose of ensuring efficient use of time, making recommendations (if/as necessary) and maintaining a positive environment.
- Remain current in regard to the requirements of sacred music in the Catholic Church to ensure music used in parish liturgical services is appropriate and in accord with Church norms, tradition and current practices, as approved and published by Church authorities.

Minimum Required Skills, Knowledge and Abilities:

- Ability to read music.
- Demonstrate musical and liturgical competence appropriate with the position; including competent understanding of Roman Catholic liturgical movement, theology and praxis.
- Works well with others in a team ministry and has the ability to engage conflict creatively.

Education, Training and Experience:

- Training and demonstrated experience in Liturgical Music required.
- Experience in piano accompaniment of Church music. Organ experience is also desired.
- Participate in Safe Environment, the Child Protection Program, established by the Diocese.

Salary: Hourly rate DOE (depending on demonstrated liturgical experience).

Decision-making and Supervisory Responsibility:

	Supervised Positions	Offertory Counters	Volunteers			
HIRING	N/A	N/A	N/A			
ASSIGNING/SCHEDULING WORK	N/A	N/A	F			
MONITORING/CONTROLLING WORK	N/A	N/A	F			
DISCIPLINE	N/A	N/A	F			
PERFORMANCE EVALUATION	N/A	N/A	N/A			
SALARY RECOMMENDATIONS	N/A	N/A	N/A			
DISMISSAL	N/A	N/A	R			
BUDGET RESPONSIBILITY	Facilitates annual budgeting process and authorizes PO's for administration			ninistration		
PROPERTY RESPONSIBILITY	Responsible for the appropriate stewardship of all parish resources, including capital expenditures					
CONFIDENTIAL INFORMATION	Responsible for the security of highly confidential information					

I indicates Input only

F indicates responsibility for Recommending a course of action requiring one other approval F indicates responsibility for the Final Decision

Minimum Requirements:

- **Education:** Bachelor's degree in Music or related field desired. Equivalent parish-level music ministry experience will be considered.
- **Experience:** Three to five years of experience in Catholic Church liturgical music desirable. \triangleright
- Availability: To work on mornings, afternoons, evenings and weekends, if/as necessary. \geq
- Or other background, demonstrating application of the following knowledge, skills, and abilities: \triangleright
 - Knowledge/understanding of the Catholic Church, its mission and liturgical norms and rituals.
 - Ability to organize and prioritize many concurrent tasks. .
 - Management skills: Organizational development, time/volunteer management, volunteer recruitment, . administration, budgeting and small group facilitation and conflict resolution.
 - Excellent written and verbal skills.
 - . Ability to sing (solo and as a choir member) and perform cantor/choir leader role, if/as needed.
 - A commitment to ongoing professional development is essential.

Physical Requirements of this position include:

FREQUENCY OF REQUIRED EXPOSURE/USE				FREQUENCY OF REQUIRED EXPOSURE/USE					
WORK	SELDOM	OCC	FREQ.	OTHER	SELDOM	OCCASIONAL	FREQ.		
ENVIRONMENT				VISUAL ACUITY: Near			Х		
COLD (50 F or less)	Х			VISUAL ACUITY: Far		Х			
				COLOR DISCRIMIN.	Х				
HEAT (90 F or less)	Х			HEARING			Х		
HUMIDITY		Х		SPEECH			Х		
HEIGHTS	Х			OTHER					
NOISE			Х						
VDT/CRT USE	Х			TRAVEL:					
DRIVING	Х			LOCAL	Х				
STANDING		Х		NATIONAL	Х				
SITTING		Х		INTERNATIONAL	Х				
WALKING		Х							
BENDING		Х	This position requires significant travel to parishes,						
WORK WITH			X retreat and meeting centers and out of town for						
OTHERS									
REPETITIVE		Х		meetings or profess	ional develo	prnent.			
MOTION				MOUING FOUIPMENT	ND SUPPLIE	S			
				MOVING EQUIPMENT AND SUPPLIES					
OPERATING				LIGHT (Under 5 lbs.)		Х	-		
MACHINERY				MODERATE (5-20 lbs.)	Х				
COPIER		Х		HEAVY (Over 20 lbs.)	Х				
TYPEWRITER	X		DESCRIPTION OF MOVEMENT						
TELEPHONE	X			LIFT/LOWER		Х			
FACSIMILE (FAX)	X			CARRY		Х			
10-KEY	X			PUSH/PULL		Х			
CALCULATOR	X	<u> </u>		REACH ABOVE		Х			
COMPUTER	X				•	•	•		
MOUSE	X								
PRINTER	Х								