A skilled pastoral musician who is able to use musical skill to share the Catholic faith. He/she must be able to work with different age groups and personalities harmoniously and inspire them to use and develop their musical skills to enhance the parish's ability to worship. He/she must be familiar with the liturgical and musical requirements of the church and able to balance and interpret them as required by different pastoral situations.

He/she must appreciate classical and traditional sacred music, including chant, as well as contemporary Christian/praise music for guitar groups. Our Sanctuary Choir will be singing Victoria's Ave Maria at the 10 A.M. Papal Mass at St. Peter's in Rome on January 1st, 2013. Members of that choir also enjoy contemporary praise music!

State College is the home of Penn State University, which has a fine music department, and student/faculty volunteers often choose to become involved in our parish. OLV has many well-educated families, as well as an OLV elementary/middle school. State College has a fine public high school and a new Catholic high school not connected with OLV. This position is not a school music position, but could involve supervisory work interfacing and collaborating with school music teachers for the benefit of the school.
We expect the successful applicant to contract for at least one year; if performance is satisfactory, we would hope for permanence. OLV has 5 masses a weekend but director is typically present for 1-3 of these. Weekly rehearsal schedule varies from 2-4 rehearsals. Music budget could include continuing education, books/music, as needed, in balance with other items.

**Job Requirements**

**Qualifications:**

Minimum - bachelor's degree with major in organ or piano, preferably with training/proficiency in choral conducting and voice. Other majors considered but MUST have basic keyboard proficiency and be willing to improve quickly in that area.

Successful experience working with organists, pianists, guitarists, choral, solo singers of all ages to develop their skills and use them creatively in worship. Proven managerial/organizational ability, excellent people skills.

**Job duties:**

Select appropriate music for all liturgies, including Holy Days & special liturgies, using OCP's Today's Missal/Music Issue plus resources from other publishers.

Schedule musicians for all liturgies using Microsoft Office/Gmail.

Reliably inform musicians of music choices in time to ensure proper practice.

Work with pastor and/or DRE to ensure appropriate music for weddings, funerals, First Reconciliation, First Communion, Confirmation.

Accompany masses if needed on organ and/or Steinway grand piano (we currently have 5 part-time organists).

Train cantors/organists, recruit/develop musicians, direct 4 choirs (adult, youth, teen praise, and senior).

Supervise contemporary ensemble, handbells, school musicians, Schola Cantorum, other ensembles as needed.

Schedule maintenance, tuning of instruments, sound equipment.

Participate in liturgy committee meetings.

Maintain website calendars and recruiting pages.

Maintain music library, with help of part-time Music Assistant.
Supervise preparation of worship aids for Novena, Christmas, Triduum, Easter.

Determine music budget priorities with pastor.

Track music budget using Microsoft Excel.

APPLY FOR THIS JOB
Contact Person: Fr. Matthew Baum
Phone: 8142377832
Email Address: musicsearch@ourladyofvictory.com
Fax: 8142376709
Apply URL: http://www.ourladyofvictory.com/