

ST. PHILIP CATHOLIC CHURCH POSITION ANNOUNCEMENT

Liturgy Coordinator/Music Director

St. Philip Catholic Church, located in historic downtown Franklin, TN, the center for Christian Music and about 20 miles south of Nashville, is a well-established parish of over 1,500 families with a talented and energetic staff. The parish is seeking candidates for the position of Liturgy Coordinator/Music Director. Primary liturgical responsibilities include: coordinating liturgical ministries, as well as planning liturgies with pastoral staff and lay ministers. Primary music responsibilities include coordinating an active program for one or more weekend Masses and any special liturgies; providing direction for music groups and instrumentalists; and training cantors. Position is part-time, 25 hours per week, with a flexible schedule, depending on the season.

Education and/or Experience:

1. Bachelor's Degree in Liturgy, Liturgical Ministry, Music or equivalent education/experience.
2. Performance experience with organ and/or piano; guitar skills are a plus.
3. Prior conducting/orchestration experience.

Other Skills or Requirements:

1. Active member of a Catholic faith community with a solid knowledge of and appreciation for the Catholic Church.
2. A spirituality that invites parishioners to discern how they can use their gifts in ministry at St. Philip.
3. Good working knowledge of Catholic liturgical and musical traditions.
4. Extensive knowledge of a quality repertoire of liturgical music that spans various styles and forms.
5. Basic computer skills with familiarity with ministry scheduling software a plus.
6. Good interpersonal skills and experience in working with a variety of people.
7. Ability to work as a team player with ability to promote team building within the choir, musicians, and ministry volunteers at St. Philip.
8. Ability to plan and coordinate tasks and schedules.
9. Good communication skills among the variety of ministries involved in liturgies.
10. Ability to lead and train liturgical ministers.
11. Ability to help others identify their gifts and talents with regard to ministry.
12. Must be willing to submit to and satisfactorily complete a criminal background screening and to review diocesan Safe Environment training

Competitive pay based on experience. Excellent benefits package!

Email resume to: employment@stphilipfranklin.com. **No phone calls please.**

POSTING DATE: May 18, 2017

POSITION AVAILABLE: As soon as possible.