



## Director of Liturgical Music

### Purpose and Function of Position

The purpose of the position of Director of Liturgical Music at St. Mary's Seminary & University is:

1. To direct and collaborate with the Director of Liturgy and other members of the liturgical music team (employees and seminarians) in planning and providing suitable music in the Roman Catholic tradition for liturgies and special events at the Seminary.
2. To coordinate and provide suitable instruction to the seminary community and individual seminarians in liturgical music including but not limited to antiphonal chant, hymn singing, and other appropriate expressions of liturgical music for prayer experiences and liturgical celebrations at the seminar; and
3. To train, rehearse and conduct the seminary Schola personally and through seminarian assistants for liturgical celebrations and special events as scheduled from time to time.

### Major Responsibilities

1. Collaborates with the Director of Liturgy, the Liturgy Committee and other members of the liturgical music team in the planning, selection and execution of appropriate liturgical music for daily Masses and for [two/one] Morning and Evening Prayer services per week, including:
  - Selection of musicians
  - Research and selection of music, psalms, etc.
  - Rehearsals with cantors/schola
  - Rehearsals with community
2. Assists with major special liturgical celebrations such as Alumni Day, candidacy, lector and acolyte, and diaconate, including:
  - Preparation and implementation of music for orientation liturgies
  - Seasonal planning/liturgies (Advent, Lent, and Ordinary Time)
  - St. Mary's collaboration with the Pueri Cantores group.
3. Attends meetings of the Liturgy Committee serving as a resource for the selection of appropriate music and the scheduling of rehearsals.
4. Is responsible for the recruitment and training of cantors and schola, and the selection of appropriate music and the scheduling of rehearsals in collaboration with other members of the liturgy team.
5. Evaluates the musical abilities of each incoming seminarian in collaboration with other members of the liturgical music team, develops music training programs appropriate for each level of formation.
6. Provides cantor and schola training which includes meetings with individuals or groups to develop the skills necessary to more effectively and prayerfully perform their responsibilities and to learn better methods of "leading" music to the assembly.
7. Is the pianist/organist for weekday Masses in rotation with other members of the liturgical music team as well as major events according to schedules worked out in collaboration with other members of the team.

8. Works towards expanding the repertoire of the seminary community to include all varieties of the Church's rich heritage of sacred music (balancing traditional and contemporary expressions of that tradition). Promoting Gregorian Chant at appropriate liturgies, familiarizing the community to this musical genre.

## Reporting Relationships

*Directly Accountable to:* the Director of Liturgy

*Supervises:* All musicians involved in liturgies or special events are accountable to the director of liturgical music.

## Applying

St. Mary's is in the Roland Park neighborhood of Baltimore. The position includes generous benefit and compensation package commensurate with experience. Successful candidates will be subject to a pre-employment background check. St. Mary's Seminary & University is an equal opportunity employer. Application Procedures: Please submit electronically a:

1. Cover letter including salary requirements,
2. Résumé
3. List of three (3) work-related references, including their contact information (title, email and/or phone number).

Submit to [jobs@stmarys.edu](mailto:jobs@stmarys.edu) with position title in subject line.