

## **Liturgy and Music Director Catholic Center University of Georgia**

The Catholic Center at the University of Georgia is a ministry of the Franciscan Friars of Holy Name Province. The friars have been here at UGA for over 60 years. We are a diverse and welcoming community situated in Athens, Georgia. As a Franciscan community we respond to and are focused on the needs of the students, faculty and staff of the University of Georgia. In addition, we have over 700 registered families who call this worship space their home. We are seeking a dynamic candidate for the full-time position of Director of Liturgy and Music. With the guidance of the friars and the liturgical team, the candidate will be responsible for music ministry and coordinating sacred music at four weekend Masses, Holy Days, Sacramental celebrations, funerals, some weddings, devotions and some national holidays as scheduled by the Catholic Center, rehearsing and leading choirs for weekend Masses, and perform all duties consistent with Church documents on sacred music.

### **Job Responsibilities:**

- Select music and serve as choir director (proficiency in organ or piano a must) for weekend Masses, Holy Days, and Triduum, and additional devotions and special liturgical events as scheduled. Rehearse choirs once per week. Collaborate with staff of the parish and attend staff meetings if possible.
- Schedule other musicians as needed for weekend Masses, Holy Day Masses, and other liturgies as needed.
- Working knowledge and appreciation of contemporary and traditional liturgical music that encourages congregational singing as well as liturgical theology
- Ability to work with college-age students possessing a range of musical abilities, as well as the skills to facilitate the recruitment and development of students in choral and instrumental music ministry.
- Demonstrated communication, interpersonal and relationship skills
- Schedule cantors for weddings and funerals.
- Prepare annual budget for liturgical music and ensure that expenses adhere to approved budget.
- Develop and maintain a sacred music library of various styles for assembly, choirs, cantors and instrumentalists. Integrate the vast tradition of sacred Catholic music successfully into all liturgies.
- In collaboration with friars and ministry team, engage in ongoing initiatives to educate all individuals involved in music ministry and the assembly on the proper role of sacred music in liturgy, in accord with Church documents.
- Ensure that tuning, preventive maintenance, and repairs are performed on a timely basis for musical instruments at all worship sites.

**N.B.** Compensation for playing at funerals and weddings is in addition to the compensation for the duties listed above.

## Job Requirements

- Strong understanding and knowledge of Catholic liturgy and liturgical music
- Minimum bachelor's degree in music, liturgy or related study with 1-5 years of demonstrated successful experience in liturgical music ministry; must be proficient in organ, piano, choral conducting, and vocal coaching.
- Working knowledge and appreciation of contemporary and traditional liturgical music that encourages congregational singing as well as liturgical theology; ability to integrate appropriate sacred music into each liturgical season and celebration
- Working knowledge of Catholic liturgical rites, including Sacramental celebrations, and the liturgical documents of the Catholic Church
- Strong organizational, interpersonal and collaborative skills; ability to supervise and counsel volunteers and paid members of music ministry
- Compensation and salary to be discussed upon applying.
- *All offers of employment are contingent upon a satisfactory background check.*

Send resumes to:

Fr. Frank Critch, OFM  
Director Catholic Center at UGA  
1344 South Lumpkin Street, Athens, GA.  
30605  
frankofm@ccatuga.org