

Co-Director of Music Ministry

Catholic Newman Community at Rochester Institute of Technology

RIT Newman Vision

RIT Newman Catholic Community aspires to be a growing, vibrant, Christ-centered community rooted in the Roman Catholic tradition where all are welcome and invited to know God's love and mercy.

RIT Newman Mission

Promote strong Catholic faith formation through sacraments, prayer, education, service, and social engagements, and provide a supportive, nurturing environment for all RIT students, faculty, staff, and other community members.

Purpose Summary

The primary responsibility of this position is collaboratively organizing and directing the music ministry for the RIT Newman Catholic Community. The ideal candidate is able to both lead and work cooperatively with others, has experience with liturgical music and liturgy, communicates well with others, and is punctual and reliable.

Specific responsibilities and activities:

- Directs rehearsals and Newman at RIT liturgies.
 - Responsible for providing advance notice and finding a substitute in case of absence for liturgies and events.
 - Co-direct weekly rehearsals
 - Is available for additional individual or small group rehearsals with members as necessary
- Helps to create a positive, inclusive community that encourages additional members to join music ministry
- Takes primary responsibility for setting up/taking down microphones and audio equipment before and after Mass
- Selects appropriate liturgical music for Masses and special services
- Participates in all special liturgical celebrations (ex. Brick City Weekend, Blessing of the Brains, Easter Triduum,)
- Recruits students to participate in Newman Catholic Community liturgical celebrations
- Keeps storage area, instruments, equipment and sound system clean and organized
- Communicates regularly with all involved with the music ministry program at Newman
- Provides assistance for holy day services and recruits additional musicians
- Sends out weekly reminders about rehearsals

Qualifications

- Active Roman Catholic
- Experience with the Newman Catholic Community choir or other relevant music ministry
- Ability to maintain a flexible schedule around holy days of obligation, Brick City Weekend, and Holy Week

Necessary Skills:

- Works collaboratively with all
- Comfortable working without direct supervision
- Ability to direct and conduct an ensemble
- Reliability in maintaining scheduled hours and communicating scheduling conflicts in a timely fashion
- Ability to work collaboratively with the staff on ideas for growth and productivity

Typically, this position will require approximately 4-5 hours per week, with additional hours for holy days of obligation, other scheduled Masses and special services throughout the academic year.