



CATHOLIC ARCHDIOCESE OF MELBOURNE

Director of Music, St Patrick's Cathedral Melbourne

- Full time, 38 hours per week
- East Melbourne location

The Catholic Archdiocese of Melbourne through its ministries and agencies is at service of the people of God, planting the Gospel of Jesus Christ into their communities and lived daily. We are seeking to appoint an experienced Director of Music at St Patricks Cathedral, Melbourne.

The purpose of the role of Director of Music at St Patrick's Cathedral in Melbourne is to coordinate the provision of appropriate sacred and liturgical music at St Patrick's Cathedral that will foster the full, conscious and active participation of the People of God in the Church's worship [cf. Vatican Council II, Constitution on the Sacred Liturgy (1963) art. 14], whilst at the same time preserving the Church's tradition of sacred music, particularly chant, polyphonic Masses and motets, in keeping with the Church's liturgical norms (cf. CSI- 114).

To be successful in this role we are looking for:

1. Support the teachings of the Church and the ethos of Archdiocese with a motivation to work within the Church environment and possess a strong commitment to its values.
2. Appropriate qualifications in music and an informed understanding of the Catholic Church's liturgical traditions and post-conciliar liturgical norms, particularly those that refer to liturgical music.
3. Organ playing skills to a high level would be a distinct advantage.
4. An impressive experience of Church music ministry, preferably in a Catholic Cathedral context with a recognised choral component.
5. High level choral administration and exemplary choral training and direction skills.
6. The ability to explain, demonstrate and constructively critique musical performance techniques for choristers, cantors and organists.
7. Experience working with younger and older professional and volunteer musicians of both sexes.
8. A fully initiated member of the Catholic Church and a practising Catholic with a commitment to the teachings of the Catholic Church.

This role is an opportunity to engage in the sharing of Mission; a reaching out in Gospel boldness; operating in an agile and responsive mindset; identifying and embracing what is fruit bearing in our works; understanding the outward focus and call of being missionary disciples; and being mindful of good stewarding in terms of time, talent and gifts.

Applications are to be sent to recruitment@cam.org.au by Friday 1 November 2019. All applications must include a resume and cover letter addressing the Key Selection Criteria.

See full position description for role details.





CATHOLIC ARCHDIOCESE OF MELBOURNE

1. POSITION DESCRIPTION

Position Title:	Director of Music at St Patrick's Cathedral, Melbourne
Department:	Cathedral Presbytery
Location:	East Melbourne
Employment Status:	Full time
Reports to:	The Dean of St Patrick's Cathedral
Supervises:	Cathedral Music Staff

2. POSITION PURPOSE

The purpose of the role of Director of Music at St Patrick's Cathedral in Melbourne is to coordinate the provision of appropriate sacred and liturgical music at St Patrick's Cathedral that will foster the full, conscious and active participation of the People of God in the Church's worship [cf. Vatican Council II, Constitution on the Sacred Liturgy (1963) art. 14], whilst at the same time preserving the Church's tradition of sacred music, particularly chant, polyphonic Masses and motets, in keeping with the Church's liturgical norms (cf. CSI- 114).

A key part of the role is the administration and choral training and choral direction of the St Patrick's Cathedral Choir and other support or direction of other ensembles as possible, the coordination and support of all the Cathedral Organists, Cantors, and Singers, plus visiting musicians who may be permitted to play and sing in the Cathedral from time to time. Providing and/or facilitating appropriate new compositions for use in the Cathedral is also required from time to time.

The role also involves proposing or approving liturgical music repertoire for Sundays and weekday Feasts/Solemnities, plus special services (e.g. Weddings, Funerals, Ordinations and other Cathedral and Diocesan celebrations), provision of rosters for Cathedral musicians, maintenance of Cathedral Music Library, responsibility for Cathedral music budget, oversight of Cathedral organ maintenance and collaboration with Cathedral Presbytery and ancillary staff (e.g. audio/visual support staff) and Archdiocesan Staff regarding planning of Cathedral and Diocesan Liturgies in the Cathedral.

3. ORGANISATIONAL DESCRIPTION

The Archdiocese of Melbourne through its ministries and agencies is at service of the people of God, planting the Gospel of Jesus Christ into their communities and lived daily.

Presided over by the Archbishop of Melbourne, the Archdiocese comprises around 1.1 million Catholics, and is the largest Archdiocese in Australia with a wide variety of people, cultures and ministries, providing services and support including pastoral, educational, social welfare and administrative support to 207 parishes and over 333 schools.

Under the guidance of four key priorities outlined by the Archbishop, the works and activities of the Archdiocese are oriented towards a missionary focus to address the ongoing needs of: Local Communities; Families; Youth and Young Adults; and the Poor and the Broken.

This is achieved through a pro-active engagement in the sharing of Mission; a reaching out in Gospel boldness; operating in an agile and responsive mindset; identifying and embracing what is fruit bearing in our works; understanding the outward focus and call of being missionary disciples; and being mindful of good stewarding in terms of time, talent and gifts.

4. KEY ACCOUNTABILITIES

1. The ability to apply the Catholic Church's post-conciliar documents on liturgy and music in ways that foster the full, conscious and active participation of the faithful in the Church's liturgical prayer [cf. Vatican Council II, Constitution on the Sacred Liturgy (1963) art. 14] through an informed understanding of various musical genres from Catholic and ecumenical sources [i.e., chant in Latin and English, polyphonic Masses and motets in Latin and English, metrical hymnody, and modern compositions that are appropriate for use during the liturgy];
2. The coordination, provision/arrangement and conducting of appropriate sacred and liturgical music for use during Cathedral and Archdiocesan liturgies and other occasions (e.g., Cathedral or Choir concerts).
3. The capacity to engage with all relevant stakeholders (i.e., Archbishop, Dean and Clergy, Master of Ceremonies, Cathedral Organists, Cantors, Choristers, Sacristans, Servers, visiting musicians, presbytery staff, choir parents, etc.);
4. A willingness to collaborate with the Cathedral liturgy committee in making the Cathedral liturgies a model of good liturgical practice for the Archdiocese and beyond;
5. The ability to conduct effective musical rehearsals (i.e., explaining, demonstrating and positively critiquing vocal and other musical issues), that lead to high level musical ministry in the Cathedral liturgy;
6. The ability to conduct clearly in ways that are appropriate for the liturgy and various musical genres, especially in the Cathedral context;
7. The ability to play the organ to a high level or, at least, possession of an informed understanding of issues associated with organ playing and accompaniment [e.g., issues to do selecting appropriate organ registration for the liturgy, aural balance, and coordination of choir, organ with other instruments (e.g. brass and timpani)];
8. The capacity to deal effectively with any interpersonal issues that may arise from time to time;
9. The ability to manage and foster good behaviour amongst children, adolescents and adults;
10. The facility to manage time effectively and a preparedness to work outside normal working hours (e.g., any school-based Cathedral Choir rehearsals before or after school during school term, the annual choir camp in preparation for liturgies of Holy Week, occasional recitals or tours, special rehearsals for Advent and Christmas celebrations);
11. Successful compliance with child safe standards.
12. Takes reasonable care to protect the health and safety of themselves, fellow staff and others in the workplace.

5. KEY SELECTION CRITERIA

1. Support the teachings of the Church and the ethos of Archdiocese with a motivation to work within the Church environment and possess a strong commitment to its values.
2. Appropriate qualifications in music and an informed understanding of the Catholic Church's liturgical traditions and post-conciliar liturgical norms, particularly those that refer to liturgical music.
3. Organ playing skills to a high level would be a distinct advantage.
4. An impressive experience of Church music ministry, preferably in a Catholic Cathedral context with a recognised choral component.
5. High level choral administration and exemplary choral training and direction skills.

The Archdiocese is committed to the safety, wellbeing and dignity of all children and vulnerable adults.

6. The ability to explain, demonstrate and constructively critique musical performance techniques for choristers, cantors and organists.
7. Experience working with younger and older professional and volunteer musicians of both sexes.
8. A fully initiated member of the Catholic Church and a practising Catholic with a commitment to the teachings of the Catholic Church.

6. JOB COMPETENCIES

- National Police record check (essential)
- Working with Children Check (essential)

7. PERSONAL COMPETENCIES

- Display excellent interpersonal skills and the ability to work cooperatively with staff and others in the workplace and able to engage and encourage the potential in others.
- Sound time-management skills and ability to prioritise.
- Excellent verbal and written, interpersonal and communication skills.
- High level of attention to detail, quality and accuracy.
- Ability to multi-task and work quickly and efficiently.
- High level of integrity, honest and confidentiality, with an awareness and appreciation to Catholic Social Teaching.
- Ability to work collaboratively within and across departments, agencies, ministries and parishes of the Catholic Archdiocese of Melbourne,.

8. INTEGRITY IN THE SERVICE OF THE CHURCH

Integrity in the Service of the Church aims to help employees reflect on and uphold Christian vision and values in all relationships and actions. The principles and standards which make up the Integrity in the Service of the Church are extensions of five basic principles for Church employees in which they:

- 1. Are committed to justice and equity**
- 2. Uphold the dignity of all people and their right to respect**
- 3. Are committed to safe and supportive relationships**
- 4. Reach out to those who are poor, alienated and marginalised**
- 5. Strive for excellence in all their work**

Service, given according to these principles, is life-enriching for both providers and recipients.

Our Reform in the Walking program identifies the following values:

- Collaborative and can build engagement around a common purpose
- Energy and Passion for Gospel Mission – be informed by the needs of the people you serve – communities, poor, young and families
- Flexible and agile in how to respond to ever changing needs
- Accountability and delivery
- Foster solutions within the communities
- Stewardship Care