PARISH OF __________________________________________

Role: Parish Music Leader for (type of music group/s)

Responsible to: The Parish Priest, his Delegate or Parish Liturgy Co-ordinator

Aim: To work with musicians and singers to provide Liturgical Music during Mass on Sundays and Major Feasts

Main Responsibilities:

(a) To organise and direct regular rehearsals for singers and/or instrumentalists.
(b) To direct the music at Mass on Sundays and on other occasions such as Major Feasts, weddings etc. when required and available.
(c) To work with the Parish Priest and/or Parish Liturgy group to plan the Liturgy and its music.
(d) To liaise with the priest presiding at the Parish Liturgy and any other appropriate ministers.
(e) To provide the necessary books and equipment with the support of the parish.
(f) To encourage and recruit parish musicians and be active in their training, development and general welfare.
(g) To liaise with the Parish School where appropriate and also with the Children’s Liturgy Group, and Sacramental Catechists groups to co-ordinate music and share in liturgical planning.
(h) To co-operate with others to ensure that the work of music ministries in the parish is conducted in accordance with the nationally agreed Safeguarding Procedures.
(i) To monitor good practice and implement changes as necessary to enhance both the quality of the liturgy and the safety of children in music ministries.

Person Specification:

(a) An understanding of the purpose and forms of the Church’s Liturgy and an openness to a diversity of Church music.
(b) Commitment to the Liturgy of the Roman Catholic Church, and the ethos of the parish.
(c) Commitment to working with others in exploring and planning Liturgy and a willingness to give time to this task of shared planning and preparation.
(d) To enjoy sharing and making music.
(e) All volunteers responsible for a music group must be over 18 years of age.

Protection of Children and Adults at Risk:

(a) To familiarise themselves with National Safeguarding Policies.
(b) To refer any concerns about a child to the Safeguarding Representative in the Parish.
(c) To be willing to participate in basic child protection training.