

## 2025 Job Description of Music Director

St. Lawrence Parish, Riegelsville Pa. 18077

### Contact Information:

- Location: 345 Elmwood Lane, Riegelsville, PA 18077
- Contact Info: Phone: [610]749-2684 Fax: [610] 749-2695  
Web Site: Saint-Lawrence-Church.org      Email: [saintlawrence@verizon.net](mailto:saintlawrence@verizon.net)
- We are located 8 miles south of Easton, in a rural location, along the Delaware River in Upper Bucks County. We are a small parish, operating on a lean budget. Because of that, we are unable to offer a salary commensurate with most Choir Directors. Nevertheless, you are encouraged to contact Fr. Walter Benn so that we might be able to work out a salary which is fair to you, and workable within the parish budget.

### Qualifications:

- Certifications with the Office for Divine Worship [215]587-3537.
- The Music Director must meet all of the requirements mandated by the Archdiocese regulations for Child Protection.
- We are looking for a candidate who has good leadership skills; is comfortable playing the organ and can work with other musicians.

### Job Description and Responsibilities:

- Prepare and direct a small choir.
- Prepare Cantors.
- Because we only have one Cantor, it is preferable that the organist be able to lead the singing of the Responsorial Psalm when the Cantor is absent. This can be done from the choir loft.
- Introduce and prep the congregation to new hymns.
- Provide music for 9:30 AM Sunday Mass.
- The Music Director would be responsible for the Music of all funerals and weddings. In the event that they are unable to meet this responsibility, they would be responsible for arranging a substitute.
- Provide music for all of the **liturgies of Christmas** and the **Triduum**; provide music for one or two **Ecumenical Services** which St. Lawrence will host; organize musical leadership for the **May Procession**.

### Additional Responsibilities:

- We are a small parish. We have no parish school. We enjoy a small core of young families with children. Young families will guarantee the life of our parish. With that in

mind, we are always looking for ways of attracting young families to St. Lawrence Parish and inviting their children to participate in the life of the Parish by involving them in basic community activities. It would not be a condition for hiring our next Music Director; however, we would be very attracted to a candidate who had experience or interest in forming a children's choir or including youth with basic skills with musical instruments.

- Every Sunday Mass[9:30 AM] is Live Streamed. This takes place from the choir loft in a location which does not interfere with the work of the choir. In addition to adult videographers, we have been able to attract youth to contribute their skills to this ministry. They would be mentored at all times by one of our original videographers, all of whom have the *Child Protection Clearances* and who meets all of the Archdiocesan Child Protection requirements.
- We would be greatly interested in the expansion of our liturgy's musical repertoire. We use OCP which has a nice selection; however, we would like to expose our parishioners to some contemporary Catholic Hymns, as well as Gospel Music. We would need the direction of the new Music Director in this area.

### Parish Mission Statement

*St. Lawrence Parish is a small Catholic Community located in the rural area of Upper Bucks County, in the Archdiocese of Philadelphia. Many of its members have lived here for generations. Through God the Father and Our Lord Jesus Christ, who lives and reigns with the Holy Spirit, Our Parish Mission is to be a spiritual community grounded in the Eucharist, where parishioners, visitors and those seeking their way back into the life of the Church will be welcomed, encouraged, and supported in planting their spiritual roots in our Parish. We seek to involve Catholics of all ages in the celebration and living out of the Eucharist.*

Rev. Walter J. Benn