

Refreshing our commitment

Ministry Grouping LITURGY

Requirements of ministry **Parish Music Adviser and coordinator**
(one for each mass)

Primary purpose: To provide advice to the Parish Priest, Liturgy Leader and musicians on appropriate music for the Liturgy. To liaise help lead the development of music throughout the parish as an integral part of the Liturgy. To promote parishioners' active participation in the Liturgy through music and as a means of enhancing prayer.

Role:

You will

- Advise the Parish Priest and Liturgy Leader on a range of music appropriate to the liturgy and to help plan the music for the liturgy.
- Deepen the parish's understanding of the role of music in hearing God's Word and receiving his spirit.
- Encourage music to be well-prepared and rehearsed for all liturgies.
- To liaise with the other advisers and agree a programme of music appropriate for special services and a music rota involving the participation of those from both churches
- Ensure all regular and special Masses have music as an integral part of the service.
- Champion the participation of the parish (all age groups) in music as a means of enhancing their experience of the Word of God and prayer.
- To liaise with the Sacramental Preparation Leader and Spiritual Development Leader and support their needs for music as necessary.
- Identify people who may be developed to perform your role or as required so that the musical needs of the Parish are met continuously throughout the year.

What does it involve?

1. To ensure any key issues are made known to the Liturgy I Leader and Parish Priest as appropriate in a coordinated way throughout the year and to respond to issues raised by them.
2. To offer encouragement and guidance to musicians and singers.
3. To provide advice as required by those preparing Sacraments, e.g. Marriage and Funerals for appropriate musical forms.
4. To advise on appropriate rotas and ensure these are developed (with your advice) and encourage them to be fulfilled reliably. (Particular emphasis on special Holy Days and other special feasts and solemnities)
5. To act as a sounding board for the coordinators within the Liturgy Group and assist in resolving any co-ordination issues between the different ministries and, through the Parish Coordinator as necessary, with other ministries within other Parish Groups.
6. To identify and develop potential new members to the musical groups and choirs and identify and arrange for training and development needs of existing and potential new members.
7. To form an effective means of liaising with the musicians and choirs across the Parish, i.e. at both St. Ambrose and All Saints' with the aim of coordinating activity as appropriate and learning and sharing good practice.
8. Liaise with the Parish Coordinator and Readers Coordinator to provide music rotas as part of an integrated rota prepared by others.

Gifts required:

- Musical (preferably plays at least one instrument including a keyboard)
- Fundamental understanding of and commitment to importance of music to the Liturgy and prayer
- Reliable and well-organised
- Team worker
- Able to lead through collaborative and informal working rather than formal structures and sanctions

Time required (average weekly/monthly)	2 hours weekly
Likely peaks in time commitments:	Lent, Easter, Pentecost, Advent and Christmas
How long would I need to commit for?	Ideally, 3 years with an opportunity to review the role after 6 months
Location:	Church
Reports to:	Parish Priest /Liturgy Leader
Other key relationships:	Musicians, choir, all those fulfilling ministries falling within the Liturgy Group, Sacramental Preparation Leader, Spiritual Development Leader, Parish Coordinator, Communications Leader
Support available:	Diocesan training, St Gregory's Society
DBS check required:	Possibly; Safeguarding Officer to advise

Parish Music Adviser and coordinator

Yes this is for me

I'd like to know more

I understand that I would sometimes need to serve at other times but would generally serve at

All Saints' 5.30 All Saints' 11.00 All Saints' Weekday services

St Ambrose 9.00 St Ambrose weekday services

Signed

Name

Contact details

Please return to the parish office or in the Refreshing our commitment box in the narthex.