

Music Minister / Organist

Position Status: Part-Time
Reports to: Rector
Hours: 15-20 hrs/week
Salary: \$30-35K
FLSA Exempt
Start Date: August 2026



BASILICA of ST. MICHAEL
the ARCHANGEL

Send cover letter, resume, and music samples to: Very Rev. Raymond Herard rector@stmichael.ptdiocese.org

Position Summary

The music minister serves a vital role in supporting the sacred liturgy through the ministry of music. The minister collaborates with clergy, staff, choirs, cantors, and instrumentalists to foster prayerful, beautiful, and reverent worship in accordance with the teachings and liturgical norms of the Catholic Church. The minister provides musical leadership for liturgical celebrations, assists in the development of the Basilica's sacred music program, and contributes to the preservation and promotion of the Church's rich musical heritage.

Liturgical Responsibilities

- Serve as principal organist for weekend Masses and Holy Days of Obligation.
- Provide organ music for liturgical celebrations, including:
 - Two Sunday Masses
 - Holy Days of Obligation
 - Major feasts and solemnities
 - Weddings
 - Funerals
 - Confirmations
 - Special diocesan liturgies (as assigned)
 - Eucharistic Adoration and Benediction (as needed)
 - Accompany congregational singing, choirs, cantors, and instrumentalists.
 - Assist in selecting suitable music that reflects the liturgical season and the sacred character of the Basilica.

Musical Responsibilities

- Maintain proficiency in organ performance and liturgical accompaniment.
- Rehearse once a week with choirs, cantors, and other musicians.
- Participate in music-planning meetings with the Rector.
- Assist in expanding and enriching the Basilica's sacred music repertoire.
- Promote the use of sacred music traditions, including Gregorian chant, sacred polyphony, hymnody, and quality liturgical music consistent with Church teaching.

Administrative Responsibilities

- Maintain organized music files and repertoire resources.
- Coordinate scheduling and preparation with clergy, wedding parties, and funeral families as needed.
- Assist with the care and proper use of the Basilica's pipe organ.
- Report maintenance concerns regarding instruments to the Rector.

Physical Requirements

- Ability to sit, stand, and perform for extended periods.
- Ability to operate organ manuals, pedals, and other keyboard instruments.
- Ability to lift and transport music materials and small equipment as necessary.
- Ability to climb stairs regularly.

Qualifications

Required

- Proficiency in organ performance and liturgical accompaniment.
- Ability to sight-read music effectively.
- Familiarity with Catholic liturgical practices and seasons.
- Ability to accompany congregational singing and choral ensembles.
- Degree or formal training in Organ Performance, Sacred Music, or a related field.
- Strong interpersonal and collaborative skills.

- Commitment to the mission and values of the Catholic Church. A practicing Catholic.

Preferred

- Experience serving as an organist in a Catholic parish, cathedral, or basilica.
- Familiarity with Gregorian chant and sacred choral repertoire.
- Experience accompanying choirs and cantors.
- Knowledge of Catholic liturgical documents pertaining to sacred music.

Compensation

Compensation is commensurate with experience, qualifications, and responsibilities. Additional stipends will be provided for weddings and funerals, in accordance with Basilica policy.