

## JOB DESCRIPTION

St. Nicholas Parish, Laguna Woods, CA

**Date Prepared: 4/10/18**

**Date Issued: 04/10/18**

**Date Revised:**

**Approved By: Emmett Loera**

**Approved By:**

**POSITION TITLE: CHOIR SECTION LEADER**

**JOB CLASSIFICATION: NON-EXEMPT - Part Time**

**DEPARTMENT: MUSIC MINISTRY**

**REPORTS TO: DIRECTOR OF MUSIC**

**SUPERVISORY RESPONSIBILITY: N/A**

**INTERNAL/EXTERNAL CONTACTS: N/A**

### **SUMMARY OVERVIEW:**

To serve as an experienced musician-anchor to the assigned section of the choir.

### **ESSENTIAL FUNCTIONS:**

1. Alto Section Leader - Thursday evening rehearsals
2. Sunday 9am mass
3. Tentative September through June schedule
4. Tenor Section Leader - Thursday evening rehearsals
5. Sunday 9am mass
6. Tentative September through June schedule
7. Soprano Section Leader – Tuesday evening rehearsals
8. Sunday 10:45am mass
9. Tentative September through June schedule
10. Performs other work related tasks.

### **QUALIFICATIONS & EXPERIENCE:**

#### **REQUIRED:**

- Proficient music reading skills
- Good organizational skills

### **PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:**

<b>Typical Working Conditions:</b>	Rehearsals, liturgies, concerts
<b>Equipment Used:</b>	Sheet Music
<b>Essential Physical Tasks:</b>	N/A