



LIVERPOOL ARCHDIOCESE SAFEGUARDING DEPARTMENT

Role Title: Music Leader / Choir

(This role is subject to an enhanced DBS with a check against child workforce – only required for groups with members under 18yrs of age. This role should not be taken up until the volunteer has completed the DBS process, and a letter of appointment has been received from the Safeguarding Dept.)

Responsible to: Parish Priest or Parish Safeguarding Representative

Role Purpose: To work with musicians and singers to provide liturgical music during Mass, on Sundays and major feasts.

Main Responsibilities:

1. To organise and direct regular rehearsals for singers and/or instrumentalists.
2. To direct the music at Mass on Sundays and on other occasions such as major feasts, weddings etc, when required and available.
3. To work with the parish priest and/or parish liturgy group, to plan the liturgy and its music.
4. To liaise with the priest presiding at the parish liturgy and any other appropriate ministers.
5. To provide the necessary books and equipment with the support of the parish.
6. To encourage and recruit parish musicians and be active in their training, development and general welfare.
7. 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.
8. To co-operate with others to ensure that the work of music ministries in the parish is conducted in accordance with the Archdiocesan Safeguarding Procedures.
9. 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.
10. To complete the e-learning Training provided by EduCare within 3 months of taking up role.
11. To access regular training opportunities to keep you informed of developments in your role.

Person Specification:

- a) An understanding of the purpose and forms of the Church's Liturgy and an openness of 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.