



Position title:	Choir Leader	Position reports to:	<i>Parish Priest</i>
Positions reporting to this one:	Choir members, musicians	Other key relationships:	Music Coordinator
Position Purpose:	The Choir Leader leads the choir in singing during parish liturgical celebrations, always with the primary aim of enabling the assembly to find its voice.		
Qualifications and experience:	<ul style="list-style-type: none"> Choir Leaders may have formal or informal musical qualifications and/or experience. 		
Training:	<ul style="list-style-type: none"> All volunteers must complete the Safeguarding Essentials online training module on an annual basis. Roles which work directly with children and young people are required to complete the Working Safely with Children and Young People online training module every 3 years. Please note: Volunteers aged 16-17 must provide parental permission prior to undertaking online training modules. Volunteers under 16 do not undertake online training modules. Other training as directed. 		
Conditions:	<ul style="list-style-type: none"> This is a volunteer role. Expected commitment is hours a week/month. Must hold a current Victorian Working with Children Check or Victorian Institute of Teaching registration. Volunteers aged under 18 are exempt from the requirement to hold a Working with Children Check. Must apply for a Police Check or provide a recent Police Check if applicable. 		

Skills and attributes:
<ul style="list-style-type: none"> Commitment to the safety of children, young people and vulnerable people Motivated to work within the Catholic Church environment and a strong commitment to its values Honesty and integrity Reliability Responsibility Willingness to work collaboratively as part of a team Planned and organised Willingness to participate in learning opportunities e.g. induction, training and development Able to communicate effectively and respectfully with others Flexible and adaptable Respect confidentiality and privacy



Key Results Areas:	Key Duties:
Music practice	<ul style="list-style-type: none"> • Organises choir practice as required, contacts choir members to inform them of time and location of choir practice.
	<ul style="list-style-type: none"> • Arrive in a timely manner prior to the commencement of the Mass, allowing enough time for preparation and set up. • Ensures choir members have the music they need for any given liturgy. • Leads the choir in singing.
Training	<ul style="list-style-type: none"> • If requested, assist in training new Choir Leaders or Choir Members.