

**Music Ministry Goals-**  
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1. In each area, define the problem both short and long term. If you're truly brave, a parish survey regarding the music ministry might assist you.
2. Explore solutions. Brainstorm.
3. Innumerate possible ways to solve the problem remembering the words "how" not "if."
4. Initiate action documenting who does what and when.
5. Act toward these goals.
6. Establish a date to review, evaluate, and/or redefine the goal.
6. Objective: Music ministry will grow and improve while enabling a deeper spirituality for the community and the members of the music ministry through faith-giving liturgies.
7. Include your pastor in these goals when appropriate.

**Hymns**

1. Variety-4 square, contemporary, praise and worship, chant based. Define changes that need to be made and when.
2. Hymn use throughout the year. Document. What needs to be improved? Is there too much repetition? Are there too many new or old hymns? Do too many of the hymns sound the same? Is each hymn used at least once during the year? If not, why?

**Mass Settings**

1. How many Mass settings are sung at your church? Do more need to be added? If so, when will that happen?
2. Are your Mass settings related to Church seasons: Advent, Christmastime, Ordinary Winter, Lent, Eastertime, Ordinary Summer, Ordinary, Fall?

**Cantors**

1. Evaluate the quality and number of cantors and song leaders. Define needs accordingly.
2. Devise a plan to increase the number of cantors to meet your goal. Possible approach:
  - a) small committee from your choir will determine potential singers to recruit.
  - b) your committee might investigate possible youth through your high school vocal director.
  - c) inquiries may be made through people in the congregation.
3. Investigate ways to improve the quality of cantors: workshops, group lessons, monthly sessions to practice the psalms.
4. Cantor certification. How? Frequency?
5. Establish written guidelines for cantors and evaluate for improvement each year.
6. Ask for input from cantors.

### **Technology**

1. Establish and print a database of contact information for all music ministers. Revise as needed throughout the year. Distribute. Could this be delegated? How?
2. Form a mass email database for music ministers. Update-how often?
3. Document use of hymns and anthems. Could this be delegated? How? Review this information when planning the next year. How often are hymns repeated? How often do you **want** hymns to be repeated? Set a plan for your goal.

### **Amplification**

1. Establish a committee to evaluate your present sound systems. How is it working? What could be done to improve it (small and large goals)?
2. Consult with sound experts and ask for an estimate for changes that your committee has established.
3. Select immediate and long-term goals including costs.
4. Share with finance committee, pastoral council, pastor, etc.
5. Devise ways to finance the cost of improving your sound system for immediate and long-term goals. Set specific dates to evaluate the progress that has been made. Adjust plans as needed.

### **Instruments**

1. Evaluate the condition of instruments yearly.
2. Establish actions that need to be taken to have all instruments in excellent working condition.
3. Set these goals on a timetable.
4. Organize funding when necessary. This could be delegated.
5. Use #1-4 for purchasing instruments that are needed-electronic keyboard, organ, piano, percussion instruments, amplifiers and speakers for electronic instruments.

### **Instrumentalists-**

1. List instrumentalists and their contact info that might be willing to work with you.
2. Approach these instrumentalists with dates that you would like them to participate.
3. When instrumentalists are used, select music that will utilize their talents in as many ways as possible (Mass parts, hymns, solos, etc.).
4. If these instrumentalists are not members of your church, speak to your pastor about possible monetary compensation.
5. Utilize additional instrumentalists on a basis that is staggered throughout the year. Make a plan. Contact instrumentalists at least 4-6 weeks before they are needed so they have it on their busy calendars.
6. Special feast days are a good time to use additional instrumentalists (i.e., Christmas, Easter, First Communion, Confirmation, etc.).

### **Vocal Techniques**

1. Each year decide on one vocal element to concentrate on for improvement throughout the year.
2. The next year continue emphasizing the previously learned technique while incorporating a new one. If your choir learns quickly, you can add more than one a year.

Within 5 years, your choir will have improved dramatically. Suggested techniques might be as follows: Enunciation, intonation, breath support, vowel formation, vertical vowels, lift palate, warm-ups, diphthongs, concise cut-offs and breaths, etc.

### **Choir Numbers**

1. Determine the section(s) that needs additional members (it's always the tenors!!!) and the numbers needed.
2. As a choir, determine at least three strategies to utilize for recruitment. Remember your high school vocal instructor as a resource.
3. Will there be prizes when new members are recruited?
4. Compile a guideline for your choir that specifies the expectations of a choir member (i.e., rehearsal times and place, Mass time to sing, warm-up location and time, special liturgies such as Triduum, Christmas, Confirmation, etc., the philosophy of your group, directors name and contact info, list of all choir members with their contact info). Give this to all new members.
5. Celebrate new members at the end of your year. If no new members were recruited for the year, assess your strategies for the next year for improvement.
6. If you don't have a choir, start one! Your goal may begin with small ensembles: duets, trios, quartets, etc. These ensembles could be male, female, or mixed. Each year establish a goal to increase these numbers until a choir is established.
7. If you have a choir, establishing small ensembles within the group can add heightened repertoire, ownership of its members, camaraderie, and a beautiful sound. It usually improves their rehearsal attendance, too!

### **Documents**

1. Become an informed music minister regarding your role in sacred liturgy.
2. Read or reread all or part of Sing to the Lord every year. This is the document that governs music as it pertains to the liturgy.
3. Refer to [www.USCCB.org](http://www.USCCB.org) when needed for clarification regarding specific liturgical issues in our church.

### **Planning**

1. Planning your music program in the summer for the whole upcoming year is useful goal.
2. Advance planning gives you the freedom to be creative.
3. Having all plans on your computer makes advance planning easier as the A, B, C cycles repeat. As the Cycle A returns in three years, you can cut and paste previously used plans while adjusting the dates and hymn numbers. Evaluating your previous plans and making revisions in an effort to meet your new goals becomes so much easier. Your music for this upcoming cycle should be an improvement upon the last. Don't just repeat what was done previously. Grow and become better.

### **Music Library**

1. Organizing your music library according to title, composer, season, voicing, number of copies, theme, when last used is a goal that can improve planning. Do this on a database.
2. You may recruit someone to file music in the library. Numbered copies ensure that your choir members get their own copies back each time they are used
3. Evaluate the music in your library. What area(s) needs increased selections?
4. Establish a list of songs/anthems that you would like to add to your library both short and long term. Determine the cost.
5. Request money to finance this project. If funds are limited, you could problem solve ways to fund the purchase of new music (i.e. bake sales, talent night, raffles, silent auctions, concerts, etc.).

### **Forum**

1. Periodically, ask interested music ministers and/or members of the congregation to meet while sharing their suggestions for improvements in the music ministry.
2. Participants must use kind language in this exchange ensuring that no one's feelings are hurt. The emphasis needs to be on collaborative interaction and not finger pointing.
3. Accurate notes will be taken and sent to all persons for accuracy.
4. After an agreed upon length of time, the group will meet again to assess progress that has been made regarding their previous discussion. At that time, new goals may be determined based upon the accomplishments made as a result of the previous forum.

### **Spirituality**

1. Determine ways that will heighten the spirituality of your group (shared thoughts, devotions, prayers, quotes, etc.).
2. Implement these spiritual tools at each encounter (i.e., start and end rehearsal with a prayer, email concerns of choir members for prayer requests, care about one another-death in their family bring food to the house and/or sing at the funeral and/or Mass intention for the deceased family member, send a lot of cards, etc.).
3. While rehearsing, emphasize the word of the text in the music as it relates to God. Share what it means to your spirituality. By doing this, our music is prayer and not performance. It is of God.
3. Make a concerted effort to improve your own prayer life...always and ever.
4. When disagreements or conflicts arise, approach it with the mind of Jesus. You don't have to be a "doormat." Jesus certainly wasn't! Handle the situation with the love, kindness, and understanding of our Lord. Our ministry is about God and His church so we must always be about Him and His kingdom. It's not about me but we.

**Grow in your ministry. Keep it fresh and inviting.**

**Delegate. Compliment. Affirm. Get Things Done.**

**Assess. Rejoice in accomplishments.**

**Never give up!**

**Pray**