



Employment Opportunities

Notre Dame San Jose is currently accepting applications for the position of

MUSIC MINISTRY COACH

The School

Since 1851, Notre Dame High School, San Jose has provided an exceptional Catholic college preparatory education for young women in Santa Clara Valley. The quality of education has remained steadfast throughout Notre Dame's rich 160-year history. The school's mission is guided by the teachings of Saint Julie Billiart, the foundress of the Sisters of Notre Dame de Namur with a strong focus on social justice and community service.

The Program

Notre Dame High School has a challenging college preparatory curriculum that integrates classroom learning with downtown educational opportunities in culture, science and technology. The school has a diverse student body, extensive honors and advanced placement programs, and a very talented and dedicated Faculty and Staff. Notre Dame educates over 630 students annually for success and leadership in a global society.

Responsibilities

- Provide vocal and instrumental direction for the Music Ministry ensemble at rehearsals and liturgical events.
- Select and prepare liturgical music.

Minimum Qualifications

- Two years of college study (AA or Bachelor's preferred)
- Strong piano and accompaniment skills
- Able to read music
- Familiarity with Catholic liturgical music
- Demonstrated experience with high school or church choirs
- Flexible schedule

Terms of Employment

- Seasonal contract
- Stipend for season
- Coaching positions are not eligible for employee benefits

How to Apply

Submit a cover letter and resume to:

- hr@ndsjo.org
- Place "Music Ministry Coach" in the subject line.

Notre Dame High School responds only to those candidates who meet the qualifications for the position.

All resumes are kept on file for a one-year period.

Notre Dame High School is an Equal Opportunity Employer.