

Job Announcement:

Acting Choir/Music Director

Summary

Westside Unitarian Universalist Congregation is seeking to employ a half time Acting Music Director through the end of 2019. Responsibilities include: rehearse and conduct our non-audition choirs, collaborate with the Minister and lay worship leaders in the selection of music appropriate to Sunday service themes, coordinate volunteer musicians for non-choir musical offerings; build the congregation's skill, confidence and joy in singing, and participate in other activities related to the development and vitality of our music program. The successful applicant will be musically skilled, an effective choral conductor, open and welcoming to diverse theological and musical traditions and worship formats, able to elicit joyful participation among our musicians and the congregation at large, and an effective communicator. The position requires someone who is well organized and who can coordinate the many ingredients needed to produce a high-quality music program.

About Us: Westside is a lively, spiritually liberal Unitarian Universalist congregation of 210 adult members and about 100 children and youth. Unitarian Universalists (UU's) draw upon the wisdom of all the world's religions as well as science, reason, and our own life experiences www.uua.org . We seek to nourish our members' spiritual, intellectual, and ethical growth and to provide opportunities to make our world a more loving and just place to live. Our goal is to help all of us live a meaningful life, to contribute to social justice, and, through our religious exploration program, inspire our children and youth to do the same.

Our music program is creative and diverse. Each Sunday's music is made possible through the combined efforts of part time paid musicians and volunteers. Our large network of volunteer musicians includes vocalists, instrumentalists, small ensembles and singer-songwriters from which to draw for Sunday services.

Type of Position: This is a temporary, part time professional staff position. Employment through the end of 2019 is preferred. Eligibility to apply for a permanent position at the conclusion of the initial employment period is contingent on satisfactory evaluation. A minimum six-month commitment required. Applicants willing to commit through the end of 2019 will be given preferential consideration.

To Apply: Please send a resume and cover letter to the following email:

office@wsuu.org. If you have questions regarding the application process, contact John Britt by text/phone at 206-707-6250 or at Johnwbritt@comcast.net. We will accept applicants until the position is filled.

Submitted documents should address:

1. Skills, experience, education and training relevant to the responsibilities below.
2. Your experience and comfort with diverse theological and musical traditions.
3. How this position aligns with your personal and professional goals and interests.

Position Start Date: January 1, 2019 or when filled

Hours/Schedule: 20 hours per week; set hours include one evening choir practice and Sunday mornings from 9:00 AM to 12:30 PM (Sunday morning practice and preparation for service (9:30 to 10:15), service from 10:30 to 11:45 AM, social hour. from 11:45 to 12:30 PM). The Acting Music Director will establish office hours and be available by appointment as their work schedule permits. Vacation in July. August

availability is required to coordinate and plan for the next year with our new minister

Compensation: \$24.21 an hour (\$26.42 if UUA Credentialed), plus social security and state industrial insurance. Medical coverage and vacation.

Position Responsibilities:

General Expectations

- Involvement, at some level, in all music related activities.
- Lead congregational singing for every Sunday worship service or secure a volunteer music leader.
- Track Music Ministry income/expense.
- Socialize with congregation after Sunday worship services.

Sunday Morning Worship and Special Services

- Attend Worship Team meetings for a closer collaboration and opportunity to mutually explore our vision for worship and for the musical elements of worship.
- Work with the minister and service leader to develop each Sunday's order of service and choose hymns or other music.
- Choose an appropriate anthem and special music for each Sunday worship service.

Choir Conductor

- Program a diversity of music styles.
- Conduct the Westside Choir rehearsals and performances
- Lend support and coaching to small ensembles, and soloists.

- Prepare service music for Sunday worship and special services for the entire year. The current schedule is below though it sometimes varies for special events.
 1. The Salish Sea Vocal Ensemble: Twice per month. Generally, 1st and 3rd Sundays.
 2. The Chalice Singers: last Sunday of the month plus occasional performances on other Sundays.
 3. Program other volunteer small ensembles and soloists as needed and available.

Manage musicians

- Coordinate and lead the professional rhythm section (piano, bass, drums) for congregational hymn singing and, when needed, for choral arrangements.
- Communicate with Westside's volunteer musicians to make sure they are offered as many opportunities to use their talents as they wish. Arrange for volunteers or paid accompanist to provide special music for Sunday morning offerings.
- Oversee volunteer music leaders.
- Supervise paid music staff.
- Join the Association of UU Music Ministry-dues paid by Westside.

Audio

- Prepare the AV script for the AV team for each Sunday service
- Communicate with Audio Visual supervisor.
- Manage Sunday morning rehearsals and services. Communicate with the Audio Technician.

Skills, Competencies and Interests:

- Strong musicianship, vocal coaching, vocal and instrumental conducting

- Ability to work with people, i.e. strong skills in communication, collaboration, organization and problem-solving and to work with our professional musicians.
- Ability to develop and manage music programs, coordinating with various groups within the congregation.
- Ability to be a key collaborator in creating energetic and thematically integrated Sunday services.
- Interest in and knowledge of a broad range of musical styles.
- Willing to support a variety of alternative worship formats.
- Appreciation of the UU traditional musical heritage vis-à-vis our hymnals, *Singing the Living Tradition* and *Singing the Journey* as well as new and evolving UU musical ideas or themes.
- Interest in supporting and involving children and youth in sharing music in our services.
- Ability to communicate and respond in a timely manner with other staff, the choir, the Music Council, volunteer musicians and the Minister.
- Ability to maintain friendly and effective communications with congregation's members.

Other Desirable Competencies:

- Knowledge of Unitarian Universalist values and musical traditions
- Experience in planning worship service
- Ability to accompany ensembles and soloists.
- Formal academic coursework or credentials in music.

Supervision: The Acting Choir/Music Director reports to the Minister. The Minister and Music Council will develop goals and performance review with input from WSUU musicians.

Westside Unitarian Universalist Congregation
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