

Music Director
Unitarian Universalist Society
Coralville, IA
April 15, 2024

The Unitarian Universalist Society (UUS) is a welcoming, spiritually-diverse community committed to fostering an inclusive environment where all individuals feel valued and respected. We are seeking a Music Director for our vibrant, engaged congregation of about 300 adult members and about 75 children and youth. The Music Director provides leadership, vision, general administration, and supervision to the music ministry as it relates to the worship and community life of the congregation. The Music Director works collaboratively with the minister, staff, volunteers, and others within the context of an ever-evolving culture of inclusivity and fulfillment.

Music is shared ministry that enriches and helps develop our spiritual lives. The Association for Unitarian Universalist Music Ministries (AUUMM) states that congregational music is created “To celebrate the breadth and wealth of the world’s music which expresses and embodies the values of Unitarian Universalists.” The music programming at UUS welcomes all people interested in making music. We strive to find engagement for an individual’s level of interest and/or musical sophistication.

The UUS Music Program includes an adult choir, a children’s choir, string ensemble, flute ensemble, additional instrumentalists, and occasional concerts with musicians from the wider community. We hope to continue to deepen our congregational music-making and expand the diversity and reach of our concert program with our new Director of Congregational Music.

The Director of Congregational Music will, with our other staff musician, have right of first refusal for rites of passage held at UUS. In addition, the Director of Music may be able to use UUS facilities for rehearsal space (rooms and amount of time to be negotiated).

Work schedule: Average 15 hours per week August through May and 10 hours per week June – July, including Sundays. Option to run 4 weeks of musical theater camps full time in July. Hours to be coordinated with the minister.

Our initial review of applications will begin May 4, so applicants are encouraged to submit their materials by May 3; applications submitted later may be accepted. Please send a letter of interest, resume, and supporting materials including a video clip of you leading others in making music to the Music Director Search Team via admin@uusoc.org.

Starting salary range \$23.50 - \$25 hourly. Benefits include paid time off; a professional expenses budget; and the ability to enroll in UUA benefits plan including health without subsidy.

We encourage applications from individuals of all backgrounds, including people with disabilities, people of color, indigenous people, Hispanic/Latinx, and LGBTQ+ candidates. UUS is committed to developing a diverse and talented staff team, and we welcome inquiries and applications from candidates who are excited about this role even if they do not meet all of the requirements listed.

Essential Functions

- Collaborate with the Minister, staff, and volunteers to plan and administer music performance and participation programs and activities that provide inspiration during worship, enrich congregational life, and expand outreach to the community.
- Recruit, encourage, and coach musicians of all ages and skill levels into established ensembles (e.g., string, wind, piano) or into new collaborations. Develop and collaboratively lead needed volunteer teams.
- Lead music planning for all worship services. Through planning and collaboration with the minister, staff, worship associates, guest worship leaders, and other musicians, ensure all pieces fit together in a cohesive whole at each worship service. Make musical selections consistent with the mission and vision, and worship culture of UUS, taking care to draw from diverse musical styles and source materials. Serve as cantor and occasionally provide piano or other instrumental accompaniment. Schedule and coordinate with guest musicians.
- Oversee technology and music rights needed for successful multi-platform (in-person and online) worship services, including video, sound, and recording needs. Coordinate with the AV Team.
- Direct the choirs at weekly rehearsals and during Sunday worship services. The adult choir usually sings two Sundays per month and the children's choir one Sunday per month from late August – May.
- Supervise the Staff Accompanist and Music Outreach Coordinator, collaborating with them to integrate the music outreach program with worship services and other programming. Support opportunities for musical performance/participation outside of Sunday morning services, drawing on the resources of a musical congregation and acoustic sanctuary performance space.
- Maintain and continue to develop the music library, selecting and purchasing music when needed. Arrange for the continued maintenance of UUS's musical instruments and related equipment, including regular tuning of the pianos.

- Work collaboratively with the staff, minister, board, and music and worship teams. Attend staff meetings, worship planning meetings, meetings with the minister, and occasional board meetings. Manage expenses within budget lines. Schedule rehearsals and events on UUS's calendar. Provide reports as needed. Maintain contact with music colleagues through AUUMM.

Minimum Qualifications

- Experience with choral and ensemble directing.
- Solid understanding of diverse musical styles and resources, and the ability to select music suitable for Unitarian Universalist worship. Coursework or continuing education in music theory or musical applications/leadership preferred.
- Demonstrate organizational and planning skills that are needed to promote constructive collaboration and planning with professional staff and volunteers.
- Ability to use email, Google workspace, and other technology needed to communicate with staff and volunteers.
- Ability to provide music in a multiplatform worship environment. Willingness to learn new technology.
- Piano/accompaniment experience preferred.
- Willingness to submit to and pass a background check.