



# UNITARIAN UNIVERSALIST CHURCH OF ARLINGTON VIRGINIA

A Place to Connect, Grow and Serve

March 13, 2019

## Unitarian Universalist Church of Arlington (UUCA) Position Description

**Title:** Director of Music Ministries

**Reports to:** Senior Minister

**Date:** 2/26/19

**Status:** Full time Exempt plus benefits

**Job Summary:** UUCA is an 800+ member congregation in the heart of the DC metro area. We have a long tradition of excellent music in worship and other musical experiences. We are seeking a dynamic and creative leader to be part of our ministry team and manage and expand our diverse and growing music program. There are currently two adult choirs, three children's choirs and a bell choir. In recent years the program has greatly deepened its understanding of music as integral to worship and diversified its musical offerings and we seek someone who could continue that trajectory.

The Director would be part of a collaborative team of ministers, the Worship Associates team, and other music staff. Under the general supervision of the Senior Minister, the Director of Music Ministries' primary responsibilities would be to organize and direct the UUCA choirs and other music groups in worship and rehearsals; to provide and/or oversee music for religious services; to manage other music staff; and to hire and coordinate guest musicians and artists.

**Terms:** This position is full-time exempt with full benefits, including support for continued education expenses. Evening work hours are required for choral rehearsals, some Saturdays required and Sunday is a regular workday. The Director is expected to keep regular weekday office hours three days a week and participate in staff meetings.

**Education and Preparation:** A degree in music and/or equivalent work experience, and at least five years experience directing adult choirs in a Unitarian Universalist context. While there is

also an accompanist, proficiency in piano is required to lead rehearsal and/or play in worship should the need arise. Organ and/or other instrumental skills a plus.

### **Qualities Required:**

- Appreciation for and knowledge of Unitarian Universalist liberal religious traditions.
- Ability to work collaboratively as part of a leadership team, and to be responsible for and efficient in independent work.
- Strong planning, organizational, and time management skills.
- Sensitivity, confidentiality, and professionalism in dealing with members, families, and friends of the congregation and the staff team.
- A growth mindset which looks for opportunities to expand the program in depth and diversity.
- Commitment to worship experience as a central ministry of UUCA and embracing of music as a ministry.
- Capacity to build community within and beyond the congregation.
- Demonstrated cultural competence.
- Dependable, responsible and flexible disposition.
- Supports creative programming within and beyond the worship music program.

### **Application Process**

Please submit a letter of interest and resume to Rev. Terasa Cooley, Interim Senior Minister, at [tcooley@uucava.org](mailto:tcooley@uucava.org).

We hope to audition candidates in mid-May and have a new person in place over the summer.