



Job Description for Position of Music Director-April 2009

Requirements:

- A degree in Choral Conducting or Music with Choir emphasis or comparable experience as well as training and experience to carry out the duties of the position.
- Basic computer and technical skills to aid in training Choir members via the web site with help from the web master; broad knowledge of choral repertoire; willingness to join and attend workshops of the Unitarian Universalist Musicians Network.

Responsibilities:

This position requires approximately 12 hours per week; however this position is salaried.

Worship:

- Collaborate with service leaders in the creation of worship services including, Minister and/or Worship Associate and pianist/accompanist, in selecting hymns, anthems and other appropriate music for the worship service.
- Arrange for musicians, other than accompanist, on non-Choir Sundays and in the Music Director's absence.

Choir:

- Choose repertoire for the Choir in consultation with minister/service leader;
- Schedule rehearsals and communicate with Choir members and the pianist/accompanist about rehearsals and performances;
- Rehearse with the Choir every Thursday evening and as needed Sunday morning, except when the Choir and the Director agree to cancel a practice;
- Direct the Choir on Sunday mornings;
- Recruit Choir members;
- Prepare the Choir for special services, such as memorial services, installations, ordinations and other special occasions (Additional compensation may be provided when appropriate).

Additional information:

The Congregation has two Sunday services at 9:30 AM and 11:15 AM, from September through mid-May. We hold a single service at 10 AM from mid-May through September.

The Choir is accustomed to sing 1-3 pieces, twice monthly. The Choir has not traditionally sung over the Summer, but this does not necessarily represent the model for the future.

If the Choir is singing or if there is another musical group performing, the Director may need to arrive as early as 8:30 AM , or 9 AM in summer, to rehearse.



Supervision:

The Music Director is supervised by the Minister and meets with the Minister on a regular basis to plan the music portion of the Sunday service. Music is chosen in consultation with the Minister or the Worship Associate in charge of the service. Every consideration will be given to the preferences of the person in charge of the service. However, final music selection remains the responsibility of the Music Director and the Minister. Musicians perform at the discretion of the Music Director. All music decisions are made cooperatively between the Music Director and the Minister.

Coordination with the Music Committee:

The Music Committee will help the Music Director recruit performers when needed for the Sunday service, and provide other reasonable services he/she requests.

Resumes and References

Interested applicants may forward a copy of their resumes and references to:

Sally Kirouac, skirouac@nycap.rr.com, (518) 580-9264