Job Description for Music Director

The Religious Society of Bell Street Chapel

5 Bell Street, Providence RI, 02909

**Job Announcement for Music Director**

Reports to: The Minister and the Bell Street Chapel Board of Directors

Effective: July 1, 2022

**Job Summary**

The Music Director works with the minister and the worship committee in creatively promoting and living out the congregation’s mission through music. The Music Director acts as a partner in worship creation, creates and administers a vibrant and engaging music program for and with the congregation, and serves as a resource in supporting the creation of music throughout the congregation’s work.

This is a 1/3 time position from July through June each year. The position includes 6 Sundays off annually and one week paid vacation.

**Mission and Strategic Plan**:

Music is an integral part of living out the mission of Bell Street Chapel. Music creates sacred space and beauty in our worship services and enlivens and enriches other events. Incorporating diverse musical styles is one of the congregation’s top values and reflects our congregation’s value of dismantling white supremacy. A musical program in which the congregation itself makes much of the music—especially through supported congregational singing—reflects the participatory nature of our faith and its value of community, and fosters feelings of connection and wellbeing.

The Music Director will participate in centering and supporting the mission. This will include working with the minister to develop and implement a vision for expanding the kinds of music used in worship.

**Essential Functions Include**:

**Professional Work**:

The Music Director will

o Maintain a high level of proficiency in performing a wide variety of styles

o Lead (or support) and develop congregational singing

o Lead the music program in a spirit of ministry

The Music Director will

o Work with the minister to creatively promote and actualize the congregation’s mission

o Take the lead in planning thematically and dynamically fitting music for worship services and special services (e.g. Christmas Eve)

o Direct the adult choir

o Regularly recruit and train an intergenerational, diverse corps of volunteers to participate in the music program

o Nurture talent and leadership within the congregation

o Maintain membership (Level: Regular IV) with the Association for Unitarian Universalist Music Ministries (<https://www.auumm.org/>).

o Oversee the maintenance of the pianos and pipe organ.

We have a Steinway Model D piano in the sanctuary and a pipe organ.

o Arrange for guest musicians to play or sing in services as needed or desired

o Oversee copyright compliance with the UUA (<https://www.uua.org/files/2021-05/Hymn%20Permissions%20for%20UU%20Worship%20%282021%29.pdf>), including maintaining active membership with OneLicense.net.

o Oversee the maintenance of music resources

o Manage the music budget with support from lay leadership

 o Be able to carry out virtual/hybrid services using Zoom if in-person services do not/cannot take place.

**Coordination/Communication**:

The Music Director will

o Be open to feedback

o Be a team player who seeks out opportunities for collaboration and synergy

o Maintain regular communication with the minister and the choir

**Minimum Qualifications**:

Applicants for the position of Director of Music should possess

o Familiarity with and enthusiasm for the Unitarian Universalist tradition

o Familiarity with a broad repertoire, both secular and religious

o A record of collaborative leadership

o Demonstrated mastery of choral leadership

o Understanding of vocal production and the teaching of singing and diction.

o The ability to accompany congregational singing and to play piano both as accompaniment and as interstitial music.

o Experience leading choirs from 5-25 people

o Excellent people skills and an understanding of group dynamics (e.g. church politics!) o Ability to plan ahead and still incorporate spontaneity.

Preference may be given to candidates who can play from a lead sheet, improvise, sight read, and transpose.

**Experience**: Considerations will be given to

o Number of years of experience as a Music Director

o Relevant academic achievement

o Experience with Unitarian Universalist or other liberal congregations

o LGBTQIA+, BIPOC, and other candidates with marginalized and/or underrepresented identities are encouraged to apply.

**Compensation**: This position is 1/3 time from July through June each year. It includes 6 Sundays off annually and one week paid vacation. The proposed salary for this position is $19,500 and has been set according to UUA Fair Compensation Guidelines. Modest professional expenses provided.

**Application Process**:

Please send a cover letter, resume and related materials to bellstreetoffice@gmail.com. The Board will begin considering qualified applicants after May 1, 2022.

Related materials should include links or hard copy demos of conducting,

performances, workshops, etc. Hard copies may be sent to the church: 5 Bell St Providence RI, 02909. (Online portfolios are preferred).