

**FOLLEN COMMUNITY CHURCH
DIRECTOR OF YOUTH and CHILDREN'S CHOIR, Interim
JOB DESCRIPTION**

Applications may be sent to: follenmusicdirector@gmail.com.
Digital format only, including all audio/visual material.
Please include three professional references.

Music director, youth and children's choirs, interim

Reports to: Minister

Effective: August 15, 2017 or as soon available

Status: Part time, *10 hours per week; 3-7 p.m. on Mondays; some Sundays and evenings. Increase to up to 17 hours per week from mid-April to June in advance of culminating June event.*

Compensation and Benefits: Commensurate with experience

Vision: The Follen community is brought together by the power of music-making, through which we build meaningful relationships, grow in spirit, and find joy and solace.

Mission: The mission of the Music Director of the Youth and Children's Choirs is to strengthen Follen's Unitarian Universalist community through the spiritual practice of making music, by offering to the children of the congregation the gift of music as a profound way to connect with the holy and with humanity. This person will create musical opportunities for all interested children, and will collaborate with the minister, staff and lay leaders to create cohesive worship services and carry out programming. The music at Follen will be often eclectic, always mission driven, and always excellent.

Essential Functions:

- Collaborate creatively with the Minister to choose music for the youth and children's choirs for Sunday morning worship services (typically 1 Sunday per month) that aligns with UU values, the worship theme, and the service itself. Resource, prepare, and rehearse, on time and on budget, the appropriate quantity and quality of music in each service.
- Develop and supervise volunteers and accompanists as needed to support the overall organization and management of the youth and children's choirs, including all-important operational details such as registrations, robes, snacks, accompanist, and supplementary instrumentalists as needed.
- Direct the Youth Choir (currently 6th-12th grade) in all rehearsals, activities, special performances, and worship services. Communicate with Choir Alumni for special services such as Christmas Eve. Invite and orient new choir members and their families, and create a welcoming, joyful environment. Encourage leadership among older youth.

Nurture a love of music, singing, and community. The Youth Choir rehearses one weekday evening per week.

- Direct the Children's Choir (currently 2nd-5th grade) in all rehearsals, activities, special performances, and worship services. Collaborate with Minister to choose music that is appropriate for this age group and the worship experience of the congregation. Nurture a love of music, singing, and community. The Children's Choir rehearses one afternoon per week.
- Provide musical and stage direction and management for a large music and community-building "culminating event" involving the youth and children's choirs, their parents, and other volunteers. This has traditionally been an annual spring musical theater performance of a two-night, double-cast Gilbert and Sullivan operetta, open to all Youth and Children's Choir members. The director manages the stage manager, volunteers and their tasks, including props, parties, photos, etc., auditions the leads, and directs the rehearsals. Build community through the art of putting on a show.

Minimum Qualifications

Education: Bachelor's degree or equivalent experience required.

Licensure: CORI and SORI check required.

Demonstrated musical knowledge and ability, as well as leadership and social skills.

Physical Requirements:

- Able to move freely in and out of different settings.
- Able to speak and hear in the public forum, groups, and one-on-one settings.
- Able to see and use printed music, computer screens and other web-enabled devices.

Core Competencies:

Mission ownership: Demonstrates understanding and full support of the Unitarian Universalist mission, vision, values, history and beliefs of the congregation; consistently behaves in a manner congruent with these UU values; can collaborate with minister to create worship in that aligns with UU values.

Interpersonal relationships: Relates well to people of all ages, including parents, children and youth; builds effective and constructive rapport and relationships; considers the impact of his/her actions on others; communicates a sense of availability, warmth, openness and approachability; supports a culture of welcoming and connection in the life of the congregation; creates an environment that others want to participate in; avoids communication triangles.

Technical Expertise: Acquires and demonstrates the technical skills required to proficiently execute the essential functions of the job; understands which skills are lacking and seeks to develop those skills; continually works toward the mastery of technical proficiency.

Creativity and Innovation: Generates new ideas; makes new connections among existing ideas to create fresh approaches; takes acceptable risks in pursuit of innovation; learns from mistakes; has good judgment about which creative ideas and suggestions will work.

Motivating Others: Creates a climate in which people want to do their best; can motivate employees, volunteers and members; empowers others; invites shared input and decision making; makes each individual feel that his/her work is important.

Team Orientation: demonstrates interest, skill and success in team environments; is regarded as a team player; promotes group goals ahead of personal agendas; creates strong morale and spirit in his/her team; defines success in terms of the whole team; creates a feeling of belonging and pride in the team. Keeps the larger picture in mind when attending to individual needs.