

## Music Director

**Reports to:** Minister

**Direct Supervises:** Accompanists

**Posted:** 5/2/2018

**Benefits:** Professional expenses, eligible for pro-rated health insurance and retirement plan contributions.

**Status:** 20 hours per week, 10 months a year

**FLSA:** Non-Exempt

**Compensation:** \$20,000

### ABOUT FIRST PARISH IN MALDEN

First Parish in Malden is a historic Unitarian Universalist congregation in Malden Center. We strive to be welcoming to people of all races, genders, sexual orientations, abilities, and stages of life, and committed to justice and compassion for all, on Sunday and every day. Learn more at [www.fpmalden.org](http://www.fpmalden.org).

### VISION STATEMENT

We, the people of First Parish, are a welcoming mid-size congregation that brings its love beyond the walls of our church. We share our worship and gathering space with neighbors and allies for progressive change. We are challenged by our Unitarian Universalist principles and committed to justice and compassion for all, on Sunday and every day.

### MISSION STATEMENT

Worship is what we do when we gather together, take risks for justice, embrace different, and give back. Worship is what we do, this is what it looks like.

### JOB SUMMARY

The Music Director will provide music for Sunday Worship services from September through June, hire and schedule weekly accompanists, hire guest musicians, and meet with the Minister, Director of Religious Education and Music Committee to plan services and offer suggestions of appropriate music.

### ESSENTIAL FUNCTIONS

- Manage and direct First Parish's music program.
- Manage all music for worship including selecting (in collaboration with the Minister) all hymns and anthems based on worship themes, leading and performing music during worship, and directing all other musicians during worship.
- Conduct and direct the First Parish choir, a growing mixed-level no-audition choir of roughly 12 people. Run rehearsals (currently on Saturdays at 1pm), recruit singers, select music, and conduct during worship.
- Collaborate with the Minister, the Director of Religious Education, lay and guest worship leaders to create a meaningful and thematic worship service, taking into account different styles of music and issues of cultural appropriation and representation.
- Hire and coordinate guest musicians.
- Conduct children's choir.
- Assure instruments are maintained and tuned, maintain the music library of the congregation.
- Source and arrange scores for use by the choir and musicians.
- Communicate with the Music and/or Worship Committee.
- Maintenance and operation of the sound system and equipment.

### REQUIRED QUALIFICATIONS

- Ability to conduct a mixed-level choir.
- Proficient at reading music.
- A vocalist comfortable in a wide variety of music styles.
- Demonstrates an understanding of systems of oppression or a willingness to learn.

## DESIRED QUALIFICATIONS

- Ability to play a musical instrument, particularly piano and/or guitar.
- Experience in a church or religious setting.
- Experience with/knowledge of Unitarian Universalism.
- Knowledge of basic sound engineering and systems.

Note that qualifications may be met as a result of lived experience, volunteer work, professional experience, and/or formal or informal training.

## CORE COMPETENCIES

- **Mission:** To uphold the values of the church, especially through music. To explore all avenues of musical expression that would enhance and contribute to the worship experience. To be mindful of educating others as to the values of the church especially during worship, rehearsal and other church related activities. To always be a role model by one's actions but most especially during all church related activities. To work hand-in-hand with others towards a common vision for the church.
- **Interpersonal Skills:** To demonstrate the ability to lead, especially in group settings like choir rehearsals. To work well with both choir and other church members openly accepting advice and criticism while diplomatically defending the values of the church. To resolve any interpersonal conflicts. To engage in bridging the gap between other conflicted parties. To keep positive and maintain a spirit of love, humor and optimism.
- **Team Building Skills:** To contribute constructively and creatively in all situations. To think carefully before speaking. To be sensitive to others' diverse mental and physical health needs. To aid in resolving team conflicts. To work with other team members always striving towards a common vision for the church.
- **Process Management:** To properly plan in advance for all musically related activities. To prepare others so that they can perform to the best of their abilities. To be courageous in expression of new ideas and discerning in their presentation.
- **Problem Solving:** To utilize a logical process in solving difficult problems. To explore all possible avenues for solutions. To see the potential for problems before they arise.

## HOW TO APPLY:

First Parish in Malden is committed to developing a diverse and talented staff team. People with disabilities, people of color, indigenous people, Hispanic/Latinx people, and LGBTQ candidates are encouraged to apply. If you are excited about this role, but unsure whether you meet 100% of the requirements, we encourage you to inquire and/or apply.

Please send resume and cover letter to Rev. Otto O'Connor at [minister@fpmalden.org](mailto:minister@fpmalden.org).

**Resumes received by Wednesday, May 16th will be considered.**

Chosen resumes will receive a phone interview. Those chosen will be asked to perform an in person audition and interview at First Parish in Malden with the Music Director Search Team, comprising of the Minister and four lay leaders in the congregation.

*The audition component of the interview will consist of 2 parts:*

- Candidates will perform two songs in two different musical styles
- Candidate will teach the committee a hymn of your choosing