

July 2024

First Unitarian Church, Portland Oregon

Job Description: Acting/Interim Director of Music

The Director of Music is responsible for leading our music ministries through a time of transition and rebuilding, working in close collaboration with church ministers and music program participants and congregants to create music that serves the worship and musical life of the congregation and builds community.

The Director:

- Oversees all music presented at the church, honoring a broad diversity of musical traditions and cultures.
- Directs and supervises choirs for all ages as well as bell choirs and other instrumental ensembles, working closely with clergy and other leadership to create meaningful and spirit-filled worship.
- Inspires a nurturing music community that is fully integrated into the life of the church, fostering a program that serves both the deeper spiritual needs of the congregation and the goal of musical excellence.
- Demonstrates high-level expertise in choral conducting and knowledge of vocal technique.
- Manages all music programming and staff in a manner that is enthusiastic, people-oriented and fully in the spirit of our ministry.
- Creates programming that is imbued with Unitarian Universalist values.

The position is for one to two years, during which time there will be a search to fill the permanent position. The Interim Director will be eligible to apply for the permanent position.

Overall requirements and responsibilities:

- Provides professional leadership of a broad range of music activities at church, including regular service anthems, hymnody and incidental music, special Music and Worship programs, additional holiday-based services, and a variety of other church programs requiring musical support.
- Works collaboratively and meets regularly with ministers and staff in service of the larger mission of the church.

- Directs vocal and instrumental ensembles, employing established professional practices, and engendering growth in musicianship, ensemble consciousness, vocal proficiency and instrumental skill.
- Possesses sufficient keyboard proficiency to accompany groups as needed.
- Supervises music staff and volunteers including keyboardists and other ensemble leaders. Interfaces with the representative music council to serve needs of music ministry participants.
- ← Coordinates implementation of music in worship life of the church including scheduling choirs and ensembles, choosing music, and managing our extensive music library.
- Programs anthems, various performance pieces and hymns from a diverse range of genres, cultures and philosophical/religious perspectives, with the understanding that striving for musical excellence at church needs to be in service to our worship and congregation.
- Leads hymnody and other congregational and informal singing with enthusiasm, joyfulness and mindful accommodation for people of all singing abilities.
- Demonstrates comfort with and willingness to learn contemporary music and information technology, including sound reinforcement, online performance broadcasting, music notation, and online collaborative tools.
- Connects effectively with our sextons regarding audio/visual support and other technical requirements.
- Assumes a pastoral role in nurturing the well-being of the members and families of the music program.
 - Enthusiastically encourages participation in services and other church music events by amateur and professional musicians drawn from the wider church community, reaching out to people of all ages, abilities and cultural perspectives to cultivate music as a spiritual and communal resource.
- Works with Director of Religious Education to support music in children and youth worship, and promotes children's and youth musical participation in intergenerational services.

This position reports to the Senior Minister.

Hours: Position includes regular night and weekend hours. Establish regular office hours and may work some hours from home as well.

Salary: The Interim Director of Music is a full-time, 1.00 FTE position. Salary is commensurate with experience and background.

Job Environment: First Unitarian (Unitarian Universalist) Church of Portland is a liberal church with a long-standing commitment to social justice and spiritual growth within the Portland community. The congregation is striving to live out its commitment to be an anti-racist and multi cultural institution. With 800 members, First Unitarian Portland is one of the largest in the Unitarian Universalist Association.

Excellent music has long been a major avenue of spiritual expression and service at First Unitarian. As one of the largest music programs in the denomination, it has a number of musical ensembles for all ages with about 200 singing, instrumental and bell-ringing musicians. Please visit our website at www.firstunitarianportland.org for a more complete description of the church and the Music Program.

Please send a cover letter and resume/CV, any relevant music samples as well as other inquiries to: Job_Application@firstunitarianportland.org

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First Unitarian Church is an equal opportunity employer, committed to building and maintaining a diverse workplace. People of color, women, working-class, LGBTQI are encouraged to apply.