

**Foothills Unitarian**, a progressive, innovative, and ambitious congregation in the beautiful and growing city of Fort Collins, Colorado, is seeking a **Music Director** to oversee our music ministries both in person and online.

This key leadership role is responsible for the direction of music ministries, including choirs and special music, and for cultivating partnerships with members of our congregation to provide music for services and rites of passages, for key moments of pastoral care, and as an integrated part of our mission and ministries. They are also an essential part of our Worship Team, which oversees our Sunday morning and other worship services throughout the year.

**Compensation:** The starting annual salary range for this position is \$59,900 - \$77,000, depending on experience and qualifications. Generous paid time off, access to medical/dental benefits, as well as life and short-term disability benefits. Eligible for 401k contributions after 1 year of employment with us or another Unitarian Universalist congregation.

**Reporting relationship:** This position reports to and is supervised by the Senior Minister.

**Application Deadline: Wednesday, March 23, at 5 pm.**

**Core competencies:**

- **Loves to Collaborate, Finds Joy in Creativity, and Has the Skills to Coordinate Across Diverse and Dispersed Teams:** The Music Director is an integral part of the team that creates the script for the worship experience and then brings that script to life. The team is made up of both professionals and church members, so the right person will be able to coordinate and convey information across all of these levels of capacity and engagement.
- **Loves inspiring others and is enthusiastic about encouraging participation:** We are looking for someone who can meet congregants where they are in both music and leadership skills then inspire, encourage, and help them grow into music lay leaders with the capacity to inspire and deepen others' participation in turn.
- **Musical Knowledge and Skills:** The ability to read music, sing, and lead the congregation collectively is critical. The candidate should have an appreciation of a wide variety of styles of music and possess an attitude that encourages everyone of all ability levels to find their own joy in singing. The Music Director doesn't necessarily need to come in knowing UU hymnody, but they need to be willing to learn it, as well as other ongoing sources of music for worship provided by the ministry team, and/or other UU musicians in the area.
- **A strong vocalist that knows how to support others:** We are looking for someone whose voice is strong, and yet who knows that the ultimate goal is to invite the participation of others into the singing. The Music Director will understand the principles for facilitating congregational singing, including helping others follow the melody and the rhythm, and create the space needed for inserting moments of teaching along the way.
- **Prepared in all ways:** Come to our worship services and other gatherings having practiced so that technical issues don't hinder the emotional and spiritual goals, and so

that collaboration and improvisation can occur during the service. Come to planning meetings having done the research to bring ideas. Come to the team with an open and collaborative spirit with a commitment to the end goal. Just as much: keep all the team members informed so that they can be prepared in the event itself with this same spirit. Be flexible and adaptable and bring a willingness to experiment and adjust as we go and grow.

- **Good at Relationships, Boundaries, and at Navigating the Complexities of Community:** Relationships of mutual trust and accountability are both the way things happen at Foothills and the end we are seeking. The right person will be good at fostering healthy relationships, both with those they work with directly, as well as in the congregational system as a whole. They need stellar professional boundaries, and a capacity to consider the role of power and authority in a religious community. They need to be able to get things done through informal and formal channels, maneuver well through sometimes complex situations, anticipate potential organizational barriers, and engage an adaptive leadership lens.
- **Both Courageous and Humble in their Approach:** We believe in a big vision, and yet we also know none of us is perfect and we are all learning and need each other to discover the right path. The right person will find ways to bring both a bold imagination, as well as humility, and an orientation towards learning and sustained curiosity.
- **Seriously Committed to the Work, but Not too Serious:** Our mission is to unleash courageous love in a time filled with too much division and fear. The right person will take this mission seriously and orient their work towards this end. In order to take up this mission, we know that we must center joy and gratitude. The right person will get this and bring an energy of fun and bring a sense of humor and an easy laughter in all they do.
- **Brings Current Knowledge around Tech and Social Media:** Needs to be capable of learning all google apps, worship production tools, and capable of learning and using Worship Planning Center, our internal database for worship production.
- **Aligned in Mission and Values with our Congregation:** Since this is a key leadership position, the right person will feel a deep alignment with and commitment to serving and leading our mission of unleashing courageous love, and with our core values and vision as outlined at [foothillsuu.org/vision](http://foothillsuu.org/vision).

#### **Job responsibilities:**

- Leadership and Direction of Foothills Music Ministry:
  - Develop, lead, and coordinate the Music ministries of the church, including Sunday services, choir(s), memorial services, pastoral care connected teams, concerts, actions of public witness, church camps for children, and other opportunities where music is offered as an integrated part of our ministry - all as a way to further the [mission and vision of the congregation](#).
  - Ensure the quality and effectiveness of music on Sundays and in all places it is offered.
  - Creatively collaborate with the worship team (Foothills ministers and professional staff) to identify worship/congregational series themes that speak with relevance and urgency to life today and further the [vision of the](#)

[congregation.](#)

- o Lead music with a commitment to anti-racism and anti-oppression, and apply a multi-cultural and liberation theology lens in music and musician selection.
- o Seek music materials and opportunities that align with our mission and vision, and that are exciting and appropriate across ages and musical abilities.
- o Provide congregants of all ages, skills, and musical styles opportunities to explore music as a spiritual resource.
- o Work with congregants and congregational groups/teams (including justice, caring, and adult ministry) to plan musically-centered groups and events that will enrich our community, deepen our sense of faith, and further our congregational mission and vision.
- o Oversee, recruit, and support all music-related volunteers and teams.
- o Oversee the hiring and supervision of music-related staff, and administer the music budget.
- o As a key staff member and religious leader, meet regularly with staff and lay leaders to maintain communication and work towards our shared vision.
  - Coordinate with the Communications Manager to ensure regular and transparent communication with the congregation about music offerings and opportunities for engagement.
- Leadership in Worship:
  - o As a member of the Worship Team, collaborate to create innovative, intentional, and theologically grounded worship experiences that facilitate transformational worship, including selection of hymns and other singable music, pre- and post-service music, centering music, solo, ensemble, instrumental and special music as appropriate.
  - o Research music that furthers our worship themes from a variety of sources and in a variety of styles, and bring ideas to the Worship Team.
  - o Identify, schedule, and support musicians from within the congregation, Fort Collins, and the surrounding area who may be well-suited for the energy and goals of the Sunday morning experience, and work with the ministers to identify Sundays where their presence would facilitate the goals of the service, and coordinate their guest roles as needed.
  - o Identify, guide, and support members of the congregation who have the potential and enthusiasm to become lay leaders in music ministry.
  - o Anchor most of our two in-person Sunday morning services, providing vocals and instrumental music that connect with our theme.
  - o Lead the congregation in singing and making music confidently and as an expression of belonging, community, and faith (COVID-safety-dependent).
- Choir Direction and Leadership:
  - Identify the patterns and types of choirs needed to best fulfill the mission and vision of the congregation.
  - Direct adult choir(s), including organizing rehearsal and performance schedule, choosing music appropriate for UU church service, coordinating with music staff and ministers, and enriching worship services with choir performances
  - Support each choir in establishing a healthy sense of community and named

- commitments for participation.
  - Recruit singers/musicians to join or accompany adult choir(s).
  - Offer a pathway for less experienced musicians to become involved in choir(s)
  - Train choirs in choral techniques and choreography.
  - Select, purchase and maintain materials for the music library.
  - Ensure choir engagement is integrated into the life of the congregation and other paths of deepening engagement.
- Music Ministry for Children and Youth:
  - Provide music and singing opportunities for children and youth of all ages in coordination with the Director of Family Ministry and the Family Ministry Music Coordinator.
  - Support the Director of Family Ministry in presenting and leading music for intergenerational Sunday services.
  - Provide leadership and encouragement in music for all children, youth, and families.
  - Direct a Children's Choir program that actively rehearses and performs during any or all of the following: worship services, holiday services, special concerts, and out in the community.
  - Develop and facilitate a Youth Music Program in collaboration with The Director of Family Ministry informed by the interests and gifts of the congregation's youth.
- Commitment to Unitarian Universalist movement and values
  - Actively participate in the [Association for Unitarian Universalist Music Ministries](#), and abide by their Code of Professional Practice.
  - Build relationships with and support music colleagues in other UU congregations.
  - Support other UU congregations through development of online resources and consultations and resource sharing.
  - Work with the staff team as leaders in Unitarian Universalism, and as partners with other congregations and the UUA in growing the impact and reach of our faith.
- Administration of Foothills Music Library, Instruments, and Equipment
  - Oversee the use and care of our acoustic piano, including tunings.
  - Oversee the use and care of our keyboard, as well as related equipment.
  - Oversee the purchase, use and care of any additional musical instruments and equipment.
  - Oversee the copyright process for all music, with support from administrative support in ensuring that copyright is maintained appropriately.
- Providing professional religious leadership in the area of music ministry
  - Teach and maintain healthy boundaries.
  - As a part of the professional religious staff team, provide pastoral support for members of the church community, particularly those connected directly with the music ministry.
  - Collaborate with the staff team towards shared goals for faith formation and membership to ensure integration of music within the whole of the congregation.

- o Attend staff meetings and worship planning meetings.
- o Adhere to the staff covenant.
- o Oversee and support other tasks and projects as assigned by the Senior Minister.

**Physical requirements and working conditions:** All Foothills staff are required to be fully vaccinated against COVID-19, and to wear a well-fitting mask indoors except when actively singing for the congregation. Portions of Sunday morning are held outdoors, subject to weather conditions.

**Required Experience and Qualifications:**

- Bachelor's degree.
- Professional training as a musician (Bachelor of Music or equivalent)
- At least 2 years experience in choral direction and knowledge of choral repertoire.
- At least 2 years of experience in developing and leading congregational music programs preferred.
- Able to assess musical skill as well as capacity for growth, and to do that development work in a pastoral way; capacity to work with people with various levels of musical ability
- An appreciation for many different styles and genres of music (including but not limited to Contemporary/pop, folk/Americana, World Music, gospel, classical, and traditional UU hymnody), and the willingness to ensure that this variety is represented in the music ministry of the congregation.
- Basic keyboard/piano skills.
- Ability to accompany on an instrument.
- Ability to sight-read music.
- Ability to arrange and compose desirable.
- Experience with and commitment to anti-racism and multiculturalism and an understanding of responsible cross-cultural engagement with music.
- Ability to produce high quality music recordings for online services. Experience in video production preferred.
- Basic knowledge of sound system equipment and ability to support volunteers in running sound system.
- Experience with Unitarian Universalism, especially our hymnody, with at least some experience in another Unitarian Universalist congregation is preferred.
- High degree of comfort with technology, especially google apps, Basecamp, and CRM-type software (Planning Center Online), our worship production database.
- Foothills members and regular participants are not eligible to apply.

**To apply, please email your cover letter, resume, and a music sample that includes singing to [kelsey@foothillsuu.org](mailto:kelsey@foothillsuu.org).**