

First Parish in Concord

Unitarian Universalist

20 Lexington Road
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Concord, Massachusetts 01742
email: contact@firstparish.org

Job Description for Open Position

Job title: Children's Choir Director
Reports to: Director of Music Ministry
Work schedule: 8 hrs/week (mid-August thru mid-June) including Sundays 8:30am-12:30 pm and Christmas Eve; excluding designated holidays/vacation Sundays.
Start Date: Mid-August 2020
Salary Range: \$9,000-\$10,000
Date: 1/23/20

Contact: Elizabeth Norton, Director of Music Ministry
Phone: 978-369-9602 ext. 420
Email: musicsearch@firstparish.org

First Parish in Concord invites job applicants of diverse race, color, religion (creed), gender, gender expression, age, national origin (ancestry), ability, marital status, sexual orientation, and military status.

Position Description

Music is an essential part of the spiritual and community life of First Parish (UU) in Concord. The Music Ministry of First Parish offers singers and instrumentalists of all ages and abilities opportunities to make music together and to minister to one another, the congregation, and the wider world through music.

The Children's Choir Director is responsible for the Children's Choir Program, which includes two choirs for elementary school-aged children.

Junior Choir (grades 1-3) – Singers gather in the safety of a song circle where they are encouraged to discover the inherent beauty of their voices through shared, unison song. Rehearses Sundays 11:30 am-12:00 noon.

Chalice Choir (grades 4-6) – Members are empowered to assert their choral voices and stretch their horizons as they begin to learn about their integral role within worship leadership and do more part singing. Rehearses Sundays 9:00-9:45 am.

Song selections for both choirs reflect the wide diversity of cultural and religious traditions welcomed and celebrated in our UU faith. The choirs provide musical leadership at

approximately eight worship services during the year, including on Christmas Eve, sometimes combining with other First Parish choirs.

Principal Duties and Responsibilities

- Prepare and lead rehearsals on Sunday mornings from mid-August through mid-June, with the exception of school vacations
- Choose song repertoire that reflects Unitarian Universalist principles both for worship services and for fun
- Lead the children's choirs in approximately eight worship services per year, including Christmas Eve, as well as in any other opportunities (choir community outreach, festivals) that might be arranged.
- In consultation with the Director of Music Ministry and the Minister(s), schedule appropriate Sundays for singing anthems in worship
- Communicate plans and notices to choir parents through email, calls, personal conversations
- With the help of choir parents and Religious Education staff, recruit singers and foster a sense of community with choir families.
- Maintain current rosters of choir members
- Presence and leadership in worship and/or RE program on Sundays mornings.

Job Qualifications

- Experience working with children's choirs and an appreciation of the needs and abilities of elementary school-aged children
- Understanding of music as ministry and ability to share that perspective with children
- Familiarity with music appropriate for Unitarian Universalist worship, especially music suitable for young voices, in a variety of styles and from different cultural sources
- Respect for and sympathy with Unitarian Universalist values and principles
- Availability for Sunday mornings September through June and Christmas Eve
- Keyboard proficiency preferred
- Choral conducting and song leading ability
- Strong vocal skills and understanding of young voices
- Strong interpersonal, communication, and organizational skills
- Ability to both work on a team and take personal initiative

See also [General Expectations of the Staff at First Parish in Concord](#).

Resumes/applications are being accepted through March 31, 2020, with an anticipated start date of August 16, 2020. To apply, please email your resume to musicsearch@firstparish.org or mail to: Director of Music Ministry, First Parish in Concord, 20 Lexington Road, Concord, MA 01742.

