



Job Title: Choir Director

Effective Date: 11/1/23

Reports to: Lead Minister

Directly Supervises: Volunteers

Status: Part-Time, approx. 10 hours week

Salary: \$28-32/hr. (based on experience, in alignment with the denomination's Fair Compensation Guidelines)

Benefits: Professional expenses. USSB's building and instruments may be available to the Song Leader to use for practice, private lessons, and outside performances, if scheduling permits.

Schedule: Weekly choir rehearsals (currently on Thursday evenings) and at least two Sunday mornings a month. Occasional special services and events, such as Christmas Eve. Weekly and monthly planning meetings. Other hours are flexible.

Note: This position is being offered in conjunction with the USSB Song Leader position, and these two positions may be considered as one position for an interested and qualified candidate.

Job Summary: Music is an integral part of the life of our congregation, and the Choir Director is responsible for leading the USSB Chancel Choir in a way that is dynamic, inclusive, and connected to the mission and values of the congregation. Working with the Lead Minister and the Worship Arts Team, the Choir Director selects and organizes music for the choir, directs the choir rehearsals, and leads the choir in singing at least two Sundays a month, as well as occasional other special events and services. The Choir Director is a valued member of our staff team, and we are looking for someone with a love of building community through music. In addition to our Chancel Choir, we have a Song Leader for congregational singing every Sunday and a Justice Choir that sings one Sunday a month.

Congregational description: The Unitarian Society of Santa Barbara (USSB), established in 1876, is a vibrant and welcoming Unitarian Universalist congregation, grounded in a liberal and open-hearted theological tradition that is based on shared values of community, courage, love, diversity, generosity, and joy. Our mission is to live with integrity, nurture wonder, and inspire action. Our Sunday services are vital to the life of the congregation, and music is drawn from many sources, sacred and secular, and is an essential part of our worship. We are a respected partner for justice in our community and value our interfaith connections. Our beautiful campus is located in downtown Santa Barbara and is a location for many community events.

Essential Qualifications:

- A degree in Music is strongly preferred, with demonstrated experience in choral direction.
- Ability to work with singers of diverse levels of skill and experience, from new singers to professionals.
- The capacity to create an inspirational and dynamic worship experience through music.
- Demonstrated skill in organizing and running a choir.
- Knowledge of traditional and contemporary music, both sacred and secular. Ability to work in a wide variety of musical styles and genres.
- Ability to work in an interfaith setting and build relationships in the wider Santa Barbara community.
- Ability to adapt contemporary and popular music for use in worship services.
- Appreciation of the principles, values and mission of USSB and of the Unitarian Universalist tradition, and the ability to bring these values to life through music.
- Sensitivity, confidentiality and professionalism when dealing with other members of the staff team as well as members and friends of the congregation. Sensitivity to the pastoral needs of choir members and volunteers.
- Strong planning, organizing and time management skills.
- Ability to work effectively both independently and as part of a team that includes staff and volunteers.
- Willingness to experiment with new technologies and adapt to a multi-platform congregational experience that may include a combination of in-person, livestream, and recorded elements.

- Committed to ongoing multicultural learning, anti-racism and anti-oppression work; always seeks to expand the circle of inclusion.

Essential Functions:

- Selects and prepares the music for the choir to sing as part of Sunday morning services, holiday services, and occasional interfaith events, working thematically and collaboratively with the Lead Minister and Worship Arts Team.
- Provides leadership in recruiting and training volunteers for the choir.
- Rehearses with the choir each week and prior to the Sunday services, and as needed for special events or services.
- Collaborates with the Music Ministry Team on communications, annual workshops or retreats, and choral member recruitment, development, and retention.
- Prepares an annual choir budget in collaboration with Lead Minister and oversees the expenditure of funds in adherence to the prepared budget.
- Provides both short term and long term musical planning for the choir, while retaining flexibility to respond to current circumstances.
- Provides accurate and timely monthly reports to the Lead Minister, including attendance at rehearsals.
- Arranges for the purchase and appropriate licensing of music used in services.
- Maintains an organized and catalogued USSB music library, with support from the Music Ministry Team.
- Participates in monthly Worship Arts Team meetings and attends USSB staff meetings as needed. Meets regularly with the Lead Minister to plan worship and attends or arranges any other meetings as necessary for music planning.
- Advises on the technical needs of the choir program, including microphones, recording equipment, and general sound quality of both in-person and live-streamed or recorded elements.
- Monitors the condition of the pianos and pipe organ and recommends needed maintenance.
- Supervises or delegates other administrative tasks necessary to the smooth functioning of the choir program and supervises volunteers in assisting with these tasks.
- Maintains membership in the Association for Unitarian Universalist Music Ministries (AUUMN) and adheres to their Code of Professional Practices.
- Other duties may be assigned by the Lead Minister.

To Apply: Please submit a letter of interest, a resume or CV, and at least two references to employment@ussb.org

Equity and Inclusion:

USSB is committed to fostering an inclusive environment where equitable employment opportunities are available to qualified applicants of any race, color, ethnicity, national origin, gender identity or expression, affection or sexual orientation, marital status, disability, age, or socioeconomic status. USSB values a diverse workforce; people with disabilities, people of color, and those who identify as LGBTQ+ are strongly encouraged to apply.