

## **UUCWI Choir Director Role Description**

Approved by BOT May 9, 2005

**Purpose of Position: To plan and provide inspirational choral music to enhance UUCWI worship experiences and church events. Music is an important part of the UUCWI ministry.**

**Nature of Position:** This is a paid standing position.

### **Key Responsibilities:**

- Plan and conduct 2 choir rehearsals per month, of 1 1/2 hours each.
- Lead choir performance for one service per month, providing special music for the prelude, offertory, and postlude.
- Provide piano accompaniment for the performance
- Serve as rehearsal pianist for the choir rehearsals
- Select, purchase, photocopy, and collate choral music
- Maintain choral library
- Arrange for tuning and repair of piano
- Authorize expenditures within the Choir budget
- Prepare the Choir budget annually and as needed in cooperation with the Music Committee.
- Communicate and coordinate with the Music Director, service lay leaders, and Church
- Coordinator to ensure appropriate choral planning
- Occasionally write a choir column for Newsletter (2 or 3 times a year)
- Welcome and integrate new choir members
- Strive for balance such that singing in the choir is an educational and enjoyable experience, and choir performances are uplifting for the audience.

### **Knowledge & Skills Required:**

- Experience and training in choral music programming is required.
- Understanding of and agreement with Unitarian Universalist principles is required.

**Selected by:** Worship Committee, confirmed by the Board of Trustees

**Supervised by:** Worship Committee Chair, as assisted by Music Subcommittee

**Current Staffing:** Heidi Hoelting