

POSITION OPENING – Director of the All-Voices Choir

Posted June 22, 2026

UNIVERSITY UNITARIAN CHURCH 6556 35th Avenue NE • Seattle, WA 98115 • uuchurch.org

DESCRIPTION/SCOPE: The Director of the All-Voices Choir is responsible for leadership of the All-Voices Choir, a multi-age (children through adult) volunteer choir which rehearses once per week and sings for services once per month. Service repertoire includes both sacred and secular music. The Director also works with children and youth in the church school on some Sunday mornings, providing song leadership and music coaching.

SPECIFIC DUTIES AND RESPONSIBILITIES:

- Recruit, direct and rehearse the multi-age All-Voices Choir (AVC). The choir rehearses for one (occasionally two) hours on Monday evenings from September through May, and participates in two Sunday services on the third Sunday of most months and for some special services (including the first Sunday of June.) Total number of service dates averages ten per year.
- Maintain the choir's music library. Research and purchase music, as needed, within budget specifications.
- Work collaboratively with AVC accompanist. Accompany rehearsals or lead vocally in absence of accompanist.
- In addition to preparing the choir to perform service music, the director will incorporate instruction in basic musicianship skills into the weekly rehearsals.
- Work with the Director of Music, the ministers, and the Director of Family Ministry to provide well-coordinated worship services on the Sundays when the AVC sings.
- Provide a qualified substitute for any Sunday services, special services or rehearsals for which they are unavailable. It will be the responsibility of the All-Voices Choir Director to provide payment to such substitutes at rates established by the church.
- In collaboration with the Director of Music and Director of Family Ministry, provide occasional song leadership and music coaching for children and teens at UUC. This might include meeting with 3-4 times a year on Sunday mornings, as well as during Chalice Camp (in July), and working with the Director of Family Ministry to grow the song-leading skills of Family Ministry volunteers.
- In collaboration with the Director of Family Ministry, recruit, direct and rehearse a seasonal Children's Choir, for holiday services like the Family Holiday Service.

QUALIFICATIONS:

- Four-year college or university degree in music, or equivalent professional training and experience.
- Experience as a choral director or music educator, and experience working with children.
- Vocal training and/or choral music education training.
- Basic piano accompanying skills.
- Ability to work with children, youth and amateur musicians of many ages in a supportive environment.
- Strong interpersonal skills, including flexibility, humor, willingness to work with singers of different skill levels.
- Good organizational and time management skills.
- Knowledge of standard children's choir repertoire.
- Ability to work as part of a music staff team.

JOB CONDITIONS:

- Estimated hours required to fulfill the position is 6-8 hours per week, averaged over 12 months (the majority of work hours are Sept-May). Evening and weekend hours required.
- Annual salary of \$11,051.
- This position reports to the Director of Music.

EMAIL COVER LETTER AND RESUME TO:

Karen P. Thomas, Director of Music, University Unitarian Church • karen.thomas@uuchurch.org

Detail the reasons for your interest in the position and why you believe your experience, accomplishments and personal qualities make you a qualified candidate. Include a sample video of your conducting.