



Acton Congregational Church

12 Concord Road, Acton, Massachusetts 01720
(978) 263-2728 • FAX (978) 264-9457 • www.actonc.org

Rev. Paulo G. França, Senior Minister
Andrew Harris, Associate Minister

Job Title: Senior Choir Director

The Acton Congregational Church ([Acton Congregational Church](#)), located in the historic center of Acton, MA, is a vibrant and religious community within the United Church of Christ and is currently seeking applicants for the position of Senior Choir Director. ACC's music program is designed to enhance worship by providing opportunities for the congregation to discover, develop, and share their musical gifts -and it is indeed a musical congregation of soloists and instrumentalists who are generous with their talents.

The Senior Choir Director plans, coordinates, and leads the Senior Choir during the 9:30 AM Sunday Worship three Sundays each month from September through June, as well as special holiday services (Christmas Eve, etc.). Additionally, the Director rehearses the choir every Thursday evening and Sunday morning prior to the service. This is a part-time position that reports directly to the Senior Minister.

The Director encourages and helps people to worship God through music and contributes to the building of our church community through music.

Responsibilities:

- Coordinate and lead a vibrant music ministry of volunteer singers and musicians
- Meet with the Minister(s) and Staff to assist in planning the music schedule.
- Select music that challenges and highlights the diverse range of talents of the choir
- Hire/schedule instrumentalists to supplement/enhance musical offering during select worship services.
- Arrange for a substitute director when necessary.
- Create a welcoming environment of fellowship to enhance recruiting new choir members.
- Consult with ministerial staff and organist to plan music appropriate to the theme of weekly service. Select and order music for Senior Choir within budget established by The Trustees.
- Secure copyright permissions as required for selected music.
- Other duties as requested by the Senior Minister.

Qualifications:

- Minimum of a Bachelor's degree in music or similar discipline and at least 5 years of relevant experience.
- Proven experience conducting choir and orchestral accompanists.
- Familiarity with Christian hymnody and choral music.
- Familiarity with the congregation's musical heritage with willingness to expand based on a changing congregational demographic
- Formal training in conducting and strong teaching skills.
- Knowledge of foreign languages such as Latin, German & Spanish preferrable.
- Sound musician knowledge and ability to interpret a range of styles of music

Desired Qualifications:

- Familiarity administrating music budgets and other administrative tasks associated with this position.
- A good singer and voice coach.
- Competency with social media and online musical experiences that enhance the Choir's production
- Membership in the American Choral Directors Association.

Title: Senior Choir Director

Terms: Part-time position, average 15-20 hours per month

Audition required:

- Lead a choir rehearsal
- Rehearse a piece the choir knows well
- Introduce a piece of your choice to the choir

Work Location: In Person, 12 Concord Road, Acton, MA 01720

Anticipated Start Date: August, 2023

Contact/application information:

To be considered, please contact the Chair of the Senior Choir Search Committee Todd Fenniman at todd.fenniman@gmail.com and/or send your resume/cover letter to choirsearch@actonc.org. We look forward to hearing from you.