

UNITARIAN UNIVERSALIST  
ASSOCIATION

# Music Leadership Credentialing Program



Administered by the  
Music Leadership  
Credentialing Committee  
of the  
Unitarian Universalist  
Association

## **The Music Leadership Credentialing Program was developed to:**

- ♪ Summon music leaders to their calling of music ministry
- ♪ Enrich their service to Unitarian Universalist congregations
- ♪ Enhance their professional perspective and skills

## **Through this program, the candidate is expected to develop and demonstrate specific competencies:**

- ♪ Leading congregational singing
- ♪ Leading musical rehearsals
- ♪ Planning and conducting worship services
- ♪ Familiarity with musical resources, including hymnody and other forms of congregational song
- ♪ Practical knowledge of how to build and organize a music program in a congregation
- ♪ Understanding of UU history and values
- ♪ Familiarity with UU congregational structure and governance
- ♪ Application of professional ethics and standards of conduct
- ♪ Implementation of basic pastoral care
- ♪ Understanding of congregations as emotional systems
- ♪ Competency in collaborative leadership and church staff skills
- ♪ Ability to clearly articulate a personal creative vision of music as ministry within Unitarian Universalism
- ♪ Demonstrate an understanding of best practices in anti-racism, anti-oppression, and multi-cultural competencies.

## **The Curriculum is designed on three foundational areas of knowledge:**

- Music Skills and Resources
- UU Heritage and Values
- Leadership and Interpersonal Skills

## **The Curriculum consists of:**

### **Six core courses:**

- ♪ Leadership and Accompaniment of Congregational Song
- ♪ Integrating Music and Worship within UU Musical Heritage
- ♪ Developing and Maintaining a Music Program
- ♪ Leading a Rehearsal
- ♪ Care and Ethics for the Music Leader
- ♪ Best practices in anti-racism, anti-oppression, and multi-cultural competencies.

### **Three UUMN Professional Development Days on the following themes:**

- ♪ UU Theology and History
- ♪ Congregational Structure
- ♪ Interpersonal Leadership.

In addition to these courses, candidates will complete coursework with their colleagues at UUMN gatherings and other UU venues according to their interest or suggested by the **Music Leadership Credentialing Committee (MLCC)**. Candidates are expected to sign the UUMN “Code of Professional Practices”, complete one Music Ministry service project, and attend three denominational gatherings in addition to the UUMN conferences. Candidates must plan to attend three **complete** UUMN annual conferences during their candidacy.

## Who is eligible?

Candidates must ...

- ♪ Be a member of UUMN
- ♪ Have served as a professional musician in a UU congregation for at least one year
- ♪ Have a passion for music ministry and the potential for excellence in their work
- ♪ Be able to meet the time and financial commitments of the three to six year credentialing process

## Where will these courses be offered?

Currently, all courses for the Music Leadership Credentialing program will be offered at the UUMN annual conferences.

## Is it possible to “test out” of certain courses?

Candidates may request a Waiver of a given course by demonstrating competency in that specific area. Typically, a paper/s, video or specialized portfolio (or a combination of the above) will be presented to the MLCC for evaluation in order for a candidate to Waive the course. In each case, a Waiver must be requested and evaluated by the MLCC through the standard Credentialing Program process.

## How does the Credentialing Process work?

Each candidate will work with an **Advisor**, an experienced UUMN colleague, and a **Sponsor**, a supportive leader in the candidate’s congregation, to develop musical leadership, create a portfolio demonstrating

these competencies, and track a candidate’s progress working through the program. The **Course Instructors** will evaluate the candidate’s successful completion of a particular course. The **MLCC** will evaluate the portfolio annually and will then recommend the candidate for certification at the end of the program.

Admittedly each candidate will possess a unique array of musical skills and professional experiences. The evaluative process is not designed to limit this diversity of talent and ability, but rather to evaluate the effectiveness of the candidate’s musical leadership.

## What – specifically – will the candidate’s portfolio contain?

1. Documentation of all course work taken, completed assignments, and summary course evaluations.
2. Samples of orders of service, concert programs, CD’s and DVDs documenting projects resulting from course assignments.
3. Signed “Code of Professional Practices”
4. Description and documentation of community service project (including any accompanying programs, fliers, etc.)
5. List of denominational gatherings attended.
6. Sample orders of service with rationales and feedback
7. Letters of support from advisor, sponsor and congregation.
8. Any photos and CD’s of rehearsals and music programs conducted.
9. Up-dated resume.
10. Profile of music in your congregation.
11. Written philosophy of music as ministry,

- revised by the candidate each year.
12. Any other certificates and relevant material.
13. Yearly progress evaluation from advisor.
14. Yearly progress evaluation from sponsor
15. Yearly self-evaluation, which the triad has discussed and on which the advisor and sponsor comment.
16. Yearly evaluation from the MLCC.

## Congregational Support

The tuition for each candidate will be \$350 a year; this does not include fees for the UUMN conference or any workshops and courses taken outside of the conference. Ideally, the congregation will provide the funding as part of the Music Leader’s professional development budget. It is important that the congregation understand the significance of this program and make a commitment to support the music leader through this process.

## For more information or an application see our website:

<http://www.uua.org/leaders/leaderslibrary/musicleadership/index.shtml>

**Application Deadline: March 31, 2010**

## Contact us with any questions:

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