

## **Music Leadership Credentialing Program FAQ's**

### **Why was the Music Leadership Credentialing Program developed?**

#### **Answer: To:**

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

### **What are candidates expected to accomplish?**

#### **Answer: 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
- ♪ 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
- ♪ Best practices in fostering movement towards being anti-racist, anti-oppressive, and multi-culturally competent within the congregation and beyond.

### **How is the curriculum designed?**

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

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

### **Of what does the curriculum consist?**

#### **Answer: The Curriculum consists of six core courses, primarily developed by the UUMN and the UUA:**

- ♪ Leadership and Accompaniment of Congregational Song
- ♪ Integrating Music and Worship within UU Musical Heritage
- ♪ Developing and Maintaining a Music Program
- ♪ Leading a Rehearsal

- ♪ Ethics and Care for the Music Leader
- ♪ Anti-racism, Anti-oppression, Multicultural training

In addition, each year a Professional Development Day segment offered and required. PDD is meant to help hone the skills which round out those necessary for an enriching a successful music ministry.

Candidates may complete other coursework with their colleagues at UUMN gatherings and other UU venues as approved by the **UUA Music Leadership Credentialing Committee (MLCC)**. Candidates are expected to sign the UUMN “Code of Professional Practices”, complete one Music Ministry community 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?**

**Answer: Candidates must ...**

- ♪ Be a member of UUMN
- ♪ Have served as a professional music leader 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?**

**Answer:** 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?**

**Answer:** 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?**

**Answer:** 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. This Board, with support from the advisor, will then recommend the candidate for credentialing 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?**

### **Answer: The completed portfolio will contain:**

1. Documentation of all course work taken, completed assignments, summary evaluation, and any video or audio documenting projects resulting from course assignments, in Windows Media format whenever possible.
2. Signed UUMN "Code of Professional Practices"
3. Description and documentation of community service project (including any accompanying programs, fliers, etc.)
4. List of denominational gatherings attended (at least 3, which are in addition to UUMN annual conferences), with brief description and reflection.
5. Sample orders of service with rationales and feedback.
6. Recommendation for Credentialing from Advisor and Sponsor (at end of program).
7. Photos and CD's of rehearsals and music programs conducted. (optional)
8. Up-dated resume.
9. Profile of music in your congregation.
10. Written philosophy of music as ministry.  
  
    Essay is in the application  
    Revision #1 after first year  
    Revision #2 after second year  
    Final draft in third year.
11. Other certificates and relevant material. (optional)
12. Yearly progress evaluation from advisor.
13. Yearly progress evaluation from sponsor.
14. Yearly self-evaluation, which the triad has discussed and on which the advisor and sponsor comment.
15. Yearly evaluation from the MLCC.

## **What is the tuition?**

**Answer:** The tuition for each candidate is currently \$350 a year; this does not include fees for the UUMN conference or the 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.