

Updated: November 22, 2017
Position Title: Acting Regional Lead
Staff Group: Congregational Life, New England Region
Reports To: Director of Congregational Life
Location: Live within the New England Region (required)
Grade: 14, full-time (benefits eligible)

Purpose

To connect Unitarian Universalist (UU) congregations and communities with one another and with the UUA, serving as the key regional representative of the UUA staff and its mission-based priorities. To lead the New England Regional staff team, including through vision and mission alignment. To partner with the Director of Congregational Life and other UUA senior leaders to shape strategy and priorities for the Congregational Life staff group.

Principal Responsibilities

1. Acts as the principal representative of the UUA to UU congregations and communities in the region.
2. Leads the New England Region staff team, including intentional management of team culture, vision, and priorities. Oversees budgeting, goal setting, supervision, and evaluation for staff team members.
3. Ensures that regional staff team members support, strengthen, and assist professional and lay congregational leaders through regional services and programs. These can include workshops, learning opportunities, facilitated peer interactions, gatherings, consultation, and coaching. Works with individual congregations experiencing significant distress or opportunity.
4. Oversees regional communication vehicles and strategies in coordination with other UUA offices and messaging.
5. Facilitates coordination between the regional staff team and other staff groups for key cross-staff UUA operations, including the Annual Program Fund and ministerial transitions processes.
6. Serves with Director of Congregational Life and other Regional Leads on the Congregational Life Leadership Team, to develop distinctive initiatives for the New England Region and collaboratively align regional programs and initiatives with the other four Congregational Life regional teams and other UUA staff groups.
7. Performs additional duties as requested by the supervisor, the Chief Operating Officer, or the President.

Qualifications

Note that qualifications can be met as a result of lived experience, professional experience, or formal and informal training.

- Deep understanding of Unitarian Universalism, including 5-10 years of experience with UU or similar congregations with a preference for experience in multiple UU settings.
- Comfort with acting as a public faith leader with a sense of inner spiritual grounding. Status as an ordained minister is not required.
- Commitment to congregational creativity and interdependence, and to advancing the beloved community within Unitarian Universalism and in the wider world.
- Strong skill set with countering systems of oppression and cultural marginalization, and leading with intercultural fluency and humility. Worked or lived experience with communities of color or indigenous peoples is of particular value.
- Willingness to work in an organization in which the dismantling of white supremacy is a high priority.
- Demonstrated experience in analyzing, managing, and teaching complex systems dynamics. Knowledge and experience of group and organizational change patterns.
- Ability to act with judgment and discretion on a wide range of sensitive topics, including personnel matters.
- Significant experience with team leadership and staff and/or volunteer supervision.
- Excellent interpersonal, communication, and conflict negotiation skills.
- Experience with social justice organizing, witness and/or advocacy, preferred.
- Experience with field staff consulting strongly preferred.
- Proficiency in the Microsoft Office Suite (Excel, Outlook, PowerPoint, and Word).
- Comfortable with using social media, Google Suite and other web-based applications, Zoom virtual meeting software, and other emerging communications and remote learning technologies.
- Ability to perform work that involves frequent travel and weekend work.
- Residency in the New England Region is required.

Compensation

This is a Grade 14 position. Anticipated hiring range of \$78,000 - \$88,000 depending on experience.

The UUA offers an excellent benefits package: We pay 80% of the UUA Health Insurance Plan premiums, 11% towards retirement (after one year), and have generous paid time-off policies.

How to Apply

People with disabilities, people of color, indigenous people, Hispanic/Latinx, and LGBTQ candidates are encouraged to apply. The UUA is committed to developing a diverse and talented staff team. If you are excited about this role but unsure whether you meet 100% of the requirements, we encourage you to inquire and/or apply. Send cover letter and résumé—indicating “Acting New England Regional Lead” in the subject line—via e-mail to careers@uua.org, via fax to (617) 948-6467, or to Human Resources, UUA, 24 Farnsworth Street, Boston, MA 02210. E-mail submissions preferred.

This position is expected to be in “acting” status through June 30, 2019 with the intention to reevaluate the needs of the position at that point. The Acting Regional Lead will be able to be considered for a regular appointment to the position.

ADDITIONAL INFORMATION

About the UUA

The Unitarian Universalist Association is a progressive religious denomination headquartered in Boston’s waterfront Fort Point Innovation District with offices in Washington, DC and at the United Nations in New York City. Our faith community of more than 1,000 self-governing congregations brings to the world a vision of religious freedom, tolerance, and social justice. The UUA is an Equal Opportunity Employer.

For more information on the UUA, visit us online at UUA.org, uuworld.org, and uua.org/newengland.

About the Congregational Life Staff Group

The Congregational Life staff group is made up of our UUA’s field staff consultant teams, divided into five collaborative regional teams (<http://www.uua.org/directory/staff/congregationallife>).

About the New England Region

The New England Region includes 247 congregations in six states in the northeast United States (CT, ME, MA, NH, RI and VT). It is made up of four historic Districts: Ballou-Channing, Clara Barton, Massachusetts Bay and Northern New England.