

**Updated:** December 16, 2019  
**Title:** Regional Lead  
**Staff Group:** Congregational Life, Pacific Western Region  
**Reports To:** Director of Congregational Life  
**Location:** Pacific Western Region  
**Grade:** 14, full-time (benefits eligible)

### **Purpose**

To connect Unitarian Universalist (UU) congregations and communities with one another and with the Unitarian Universalist Association (UUA), serving as the key regional representative of the UUA staff and its mission-based priorities. To lead the Pacific Western Region 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 Pacific Western 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. Works collaboratively with the Boards of Trustees of the districts comprising the Pacific Western Region and the Regional Advisory Council, in alignment with the Letter of Agreement signed by representatives of the UUA and the districts.
6. 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.
7. Serves with Director of Congregational Life and other Regional Leads on the Congregational Life Leadership Team to develop distinctive initiatives for the Pacific Western Region and collaboratively align regional programs and initiatives with the other Congregational Life regional teams and other UUA staff groups.
8. Performs additional duties as requested by the supervisor, the Executive Vice President, or the President.

### **Qualifications**

This is a Grade 14 position (expected hiring range \$78,000-\$88,000 depending on experience). Note that qualifications may be met as a result of lived experience, volunteer work, professional experience, and/or formal or informal training. Requirements include:

- Bachelor's degree or equivalent.
- 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. Work or lived experience with communities of color or indigenous peoples is of particular value.
- Demonstrated, strong commitment to the dismantling of white supremacy and ability to lead this work in all levels of the organization.
- 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 transformation skills.
- Experience with social justice organizing, witness and/or advocacy, preferred.

- Experience with congregational consulting 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 Pacific Western Region is required.

### **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 are unsure whether you meet 100% of the requirements, we encourage you to inquire and/or apply. Send cover letter and résumé—indicating “PWR Regional Lead” in the subject line—via e-mail to [careers@uua.org](mailto:careers@uua.org), via fax to (617) 948-6467, or to Human Resources, UUA, 24 Farnsworth Street, Boston, MA 02210. E-mail submissions preferred.

### **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. Our normal workweek is 35 hours, we pay 80% contribution towards health insurance premiums, 11% towards retirement (after one year), and have generous paid time-off policies. We are a great place to work and we value diversity. The UUA is an Equal Opportunity Employer and is committed to the full inclusion of all. As part of this commitment, the UUA will ensure that applicants and staff with disabilities are provided reasonable accommodations. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact the Office of Human Resources at (617) 948-4648 or [humanresources@uua.org](mailto:humanresources@uua.org). For more information on the UUA, visit us online at [UUA.org](http://UUA.org), [uuworld.org](http://uuworld.org), and [UUA.org/Pacific-Western](http://UUA.org/Pacific-Western).

### **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 Pacific Western Region**

The Pacific Western Region includes 184 UU congregations in parts or all of 15 states (Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nebraska, Nevada, New Mexico, Oregon, Texas, Utah, Washington, and Wyoming.). It is made up of four districts: Pacific Southwest, Pacific Northwest, Pacific Central, and Mountain Desert.

### **Support for the Mission and Values of the Association**

The Unitarian Universalist Association is a progressive and historic religious denomination. While it is not generally required or expected that an applicant/employee identify as a Unitarian Universalist (UU) or be a member of a UU congregation in order to work at the UUA, all UUA staff members are expected to perform their job duties in accordance with the UUA’s values, principles and mission. In particular the following points, drawn from the Seven UU Principles, are of particular importance for the UUA’s work environment and staff culture:

- The inherent worth and dignity of every human being: We affirm the need for a human-centered workplace that allows our diverse staff to flourish. We also understand that our wider culture and society oppresses and denies human dignity, and we seek to counter the effects of that oppression in our hiring and workplace culture so that each person feels whole and valued.
- Justice, equity and compassion in human relations, and the goal of world community with peace, liberty and justice for all: We speak openly and publicly of our support for social and political issues, including LGBTQ equity, racial justice, climate justice, gender equity, and reproductive justice.
- The interdependent web of existence: We recognize that the liberation of all people is interwoven, and we work to counter patriarchy, white supremacy, colonialism, homophobia, transphobia, environmental exploitation, and other interrelated systems of marginalization.