

**UUFH**  
**Shared Ministry Position Description**

**Position Title:** SPC Music Coordinator

**Cluster:** Sunday Morning Services

**Purpose of Position/Description:**

Enhance the worship experience by complementing the Sunday services with excellent music.

**Responsibilities:**

1. Contact SPC Coordinator to discuss SPC Sunday service theme 6 – 8 weeks ahead of service date
2. Arrange music that is in harmony with the service theme.
3. Maintain list of musical resources, primarily within UUFH
4. Plan with SPC Coordinator the Order of Service
5. Alert Sound Committee of Sunday needs for amplification, playing recordings, etc.

**Qualifications**

- Passion for, and knowledge of music
- Ability to work with others in forming a service
- Network within UUFH with musicians and people who know various genres

**Amount of Time Required/When Ministry is Performed**

One to three hours per week, mostly through email, phone

**Length of Commitment**

One year (Aug. through June)

**Training Provided**

None

**Responsible To**

Sunday Services Cluster Coordinator

**Support Provided**

Cluster Coordinator, minister, SPC Chair, and the host of talented musicians at UUFH

**Benefits**

Satisfaction of contributing to the congregation's spiritual needs through excellent, varied Sunday service music.

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Approved by BOT on: [date]