

Music United

Proposed New Governance Model

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2nd edition

What is the mission of Music United?

Music United exists to promote, support, and advance music ministries, and those who provide music leadership in every level and community of faith in The United Church of Canada. Music United enables and supports musicians, regardless of their age, race or cultural background, gender identity, ability, and sexual orientation. Music United provides musicians with opportunities to work together, by means of communications activities, special projects, programs, workshops, consultations, and publications, all for the greater glory of God.

What does Music United do?

Music United works to inspire musicians and build up the music community within The United Church of Canada by:

- (a) Encouraging church musicians to share their gifts with their communities and wider church
- (b) Building an online and social media presence for connection and support
- (c) Developing a national list of members and communicating through a quarterly newsletter
- (d) Organizing an annual Music Matters conference
- (e) Supporting the continuing education of musicians in the UCC through publicizing the Oxford Fund

How does Music United do this?

Music United leans on its two main bodies of leadership: its administrative team and its team of conveners. These two groups work together to promote, support, and advance music ministries, and those who provide music leadership in The United Church of Canada.

Music United Administrative Team

The MU Administrative Team is comprised of six positions:

- a Administrative Coordinator
- b Treasurer/Secretary
- c Program Coordinator
- d Membership Coordinator
- e Communications Coordinator
- f Convener Coordinator

These six administrators work as a collaborative body to support the work of the local conveners and see to the administrative needs of Music United (see full descriptions below). They will convene regularly and provide oversight for one meeting per year (October) for the full leadership team and an Annual General Meeting (April).

The MU Administrative Team is supported by the General Council Worship Desk and General Council Administrative Support.

Music United Team of Conveners

The MU Team of Conveners is comprised of up to 16 people, ideally representing a diversity of ages, genders, ethnicities, church-types, community sizes and musical tastes. The Convener of Conveners will work to fill as many positions as possible, with one each from:

Pacific Mountain Region	Horseshoe Falls Region
Northern Spirit Region	Shining Waters Region
Chinook Winds Region	East Central Ontario Region
Living Skies Region	Eastern Ontario Outaouais Region
Prairie to Pine Region	Nakomhaka Region
Canadian Shield Region	Fundy St. Lawrence Dawning Waters Region
Antler River Watershed Region	Region 15
Western Ontario Waterways Region	First Dawn Eastern Edge Region

And up to two additional members dedicated to representation by Indigenous communities and French language communities.

Indigenous Representative	Eastern Ontario Outaouais Region – French
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The conveners will have a direct connection to the Administrative Team through the Convener Coordinator, who will draw the team together for monthly meetings. Conveners are expected to attend the full leadership team meeting in October and the Annual General Meeting in April (see full description for conveners below).

The MU Team of Conveners is supported by the General Council Worship Desk and General Council Administrative Support.

Some Guiding Principles

1. Music United is a national organization and will work diligently to pursue diversity.
2. All Music United leadership volunteers will be invited to serve on the Music United leadership team for a limited term (see descriptions). Once this term is concluded, volunteers may be elected into a different position or will be invited into 3-year period of Sabbath from leadership. Once this is complete, individuals will once again be eligible for a position on the leadership team.
3. Each position on the Music United Administrative Team and each Music United Convener will be an elected position.
4. The membership of Music United includes any and all musicians within The United Church of Canada. Elections will be a part of the Annual General Meeting, held at the conclusion of the Music Matters conference each year. Members must be present to participate in the election.
5. Once elected, leaders will be expected to carry out their commitments to the best of their ability. If, for any reason, a leader on the administrative team is not able to fulfill their role, the administrative team will be empowered to find a suitable volunteer to fill-in until the next AGM. If, for any reason, a convener is not able to fulfill their role, the Convener Coordinator, in conjunction with the convener team, is empowered to find a suitable volunteer to fill-in until the next AGM.
6. Many positions can be renewed once. Together with their respective team, the volunteer will discern whether they would like to renew their term. If they agree to renew, it will be re-affirmed at the AGM. If they decide not to renew, their role will be posted and a suitable replacement will be found and elected into the role.
7. Meetings of the Administrative Team and the Team of Conveners will follow a consensus model.

Position Descriptions

Administrative Coordinator

- Calls, schedules and facilitates Administrative team meetings, the annual general meeting and full-leadership team meetings
- Oversight for setting the agenda
- Works with the Convener Coordinator to fill positions on the full leadership team
- During the transition from the old model to the new model, the Administrative Coordinator will work to foster a smooth transition to this new way of being
- At least two years of Music United leadership experience is required for this position.

The Administrative Coordinator position is a 3-year, **non-renewable** term.

Secretary/Treasurer

- Taking minutes at meetings
- Tracking budget & working with GCO to provide financial reports
- Exploring new potential streams of financial support; dreaming-up of new ideas to help increase the financial flexibility of Music United.

The Secretary/Treasurer position is a 3-year term, **renewable** for another 3 years.

Membership Coordinator

- Responsible for creating/maintaining national database of membership, in partnership with conveners.
- Works with membership to coordinate submissions to *Gathering*.
- Works with Communications to create and distribute quarterly MU newsletter (new)

The Membership Coordinator position is a 3-year term, **renewable** for another 3 years.

Communications Coordinator

- Maintenance of website and Facebook group
- Works with membership to help promote MU events
- Supports the Membership Coordinator in the distribution of the quarterly newsletter (new)
- Oversees the Zoom account

The Communications Coordinator position is a 3-year term, **renewable** for another 3 years.

Program Coordinator

- Primarily responsible for overseeing the organization and execution of Music Matters including the development and oversight of the Music Matters sub-committee
- Oversight of webinars and other MU events
- Developing a database for Music United resources in support of the Conveners and broader membership

The Program Coordinator position is a **non-renewable** 3-year term.

The Convener Coordinator

- A new position on the executive, whose primary purpose is to ensure that the convener team is running smoothly. Including:
 - o As many positions filled as possible
 - o Conveners are gathering for regular monthly meetings
 - o Communicate ideas and concerns between the Team of Conveners and the Administrative Team.
- Encouraging Conveners in their roles & promoting Music Matters
- Identifying new potential Conveners

The Convener Coordinator position is a **non-renewable** 3-year term.

Regional Convener

- Primarily responsible for providing opportunities for musicians within the community or broader region to connect either virtually or in-person
- Responsible for encouraging other musicians to get involved in local music ministry, connect with the MU Facebook page and attend Music Matters
- Some sample activities which would be great for a local convener:
 - o Host a local BBQ or picnic for musicians in your community
 - o Organize a webinar or seminar
 - o Organize a music-swap
 - o Connect personally with other musicians
 - o Support an event suggested by others (like a song-writers circle or choir clinic)
- Offer something that is within YOUR OWN area of passion

A Regional Convener position is a 2-year term, renewable for another 2 years.

A Consensus Model of Governance

