



*Weaving Jesus into the rich fabric of the city and beyond*

**Sub-Organist and  
Assistant Director of Music**



## An introduction by the Interim Dean

Thank you for your interest in the post of Sub-Organist and Assistant Director of Music at Bradford Cathedral.

Grounded in the English choral tradition, our ambition is for music at Bradford Cathedral to be an exemplar of Church of England worship that values and weaves together culturally rooted expressions of faith from across the Anglican Communion.



We have a thriving musical tradition. The seventy children and adults in our choirs come to the Cathedral to sing at four choral services each week. Our education programme gives young people from many different backgrounds free singing lessons and tuition in music theory, and recently appointed professional Section Lead and Lay Clerks work regularly with choristers and volunteer singers. Our organ recitals draw some of the finest performers from the UK and abroad and we welcome a diverse range of musicians to participate in other services and events.

We are seeking a musician of the highest calibre and commitment to contribute to the fulfilment of the Cathedral's vision through the activities of the Music Department. You will be an accomplished liturgical musician, an organist and choir trainer, willing to offer yourself to work with the resources available, and to experiment with new material and ideas to achieve the aims of our vision.

You will be able to demonstrate:

- a high level of musicianship as an organist and choir trainer;
- an understanding of the past and present life of Bradford Cathedral and its context;
- a commitment to the vision with an energy, enthusiasm, and an understanding of how to shape the Cathedral's musical life and department in response to it;
- an appreciation for the breadth of church music, a willingness to explore its diversity, and the means to enable musicians of different cultures to work together and participate in each other's musical cultures;

- personal values that are aligned to the cathedral as a Christian institution;
- a commitment to people as well as performance;
- that you are a team-player, and are able enhance a healthy working culture
- flexibility and resilience.

Should you wish to have a confidential discussion about this role, please email our Organist and Director of Music, Geoffrey Woollatt – [geoffrey.woollatt@bradfordcathedral.org](mailto:geoffrey.woollatt@bradfordcathedral.org) to arrange a conversation.

With my prayers and best wishes,

**Revd Canon Jonthan Triffitt**  
**Interim Dean of Bradford**

## About this role



The Chapter of Bradford Cathedral seeks to appoint an outstanding musician to the position of Sub-Organist and Assistant Director of Music.

Our ambition is that the Cathedral's worship will be known for its beauty and diversity in the Anglican Diocese of Leeds. We seek to bring people to the Christian faith, and enrich faith, through worship and music of the highest quality. The role of Sub-Organist and Assistant Director of Music is at the heart of that vision as we continue to recruit new choir members and to build our congregations.

This role is particularly suited to an organist who wants to work as part of an ambitious music department in a diverse and busy cathedral. We expect our applicants to be hard-working and enthusiastic, and to be willing to be fully part of the life of Bradford Cathedral.

# The Music Department and Cathedral Choir

## Personnel

Geoffrey Woollatt, the Organist and Director of Music is responsible for leading the Cathedral's Music Department and the musical life of the Cathedral. The Sub-Organist and Assistant Director of Music is responsible for supporting the Organist and Director of Music. They will be line managed by the Organist and Director of Music. The Music Department is supported by a part-time Choir Matron (Choristers' Pastoral Worker), who has responsibility for the pastoral care of the under-18s, their families and members of the choir as a whole.

## The Cathedral Choir

The independent lines of boy and girl choristers sing for the majority of the Cathedral Choir services. The choristers are aged from 7 to 13, and have complete parity. There is no choir school, so the boys and girls are recruited from a variety of different schools from across the local area. All choristers receive vocal coaching and theory tuition.

The back row of the choir is made up of three constituent parts:

- *Voluntary Adult Singers*: A pool of male and female volunteer singers from across the local area, who sign up to sing for services throughout choir term. The most regular of these are known as *Voluntary Lay Clerks*. Our aim is to grow our pool of singers, enable all of them to develop, and to establish a greater continuity of personnel.
- *Youth Choir*: When choristers retire from the front row, they are invited to sing as sopranos, altos, tenors and basses in our Youth Choir. The Youth Choir sing Evensong once a half term, and for other services in the calendar. This is run by the Sub-Organist & Assistant Director of Music. A number of the members of the Youth Choir are invited to be *Junior Choral Scholars*, who will sing with the *Cathedral Consort* every Sunday evening.
- *Section Lead & Lay Clerk*: Three professional members of the choir, singing alto, tenor and bass. Duties include working with the Voluntary Adult Singers, Choristers and Junior Choral Scholars to assist in the development of the choral sound. We are currently recruiting to the tenor role.
- The Cathedral Consort is made up of volunteer sopranos who join with the Lay Clerks and Junior Choral Scholars to sing Sunday Evensong and occasional other services. The Consort has a growing and ambitious identity and repertoire.
- The Grace Notes is a non-auditioned, youth community choir that sings once or twice a term at the Cathedral Eucharist and sometimes on other occasions.

# Music Department Weekly Timetable

Monday	15.45	Toast & Theory
	16.20	Girl Choristers' Rehearsal
	17.00	Full Rehearsal (16.45 if an ATB service, a few times a term)
	17.30	Choral Evensong (Girls and Adults)
	18.15	Finish
Tuesday	15.45	Toast & Theory
	16.20	Boy Choristers' Rehearsal
	17.00	Full Rehearsal (16.45 if an ATB service, a few times a term)
	17.30	Choral Evensong (Boys and Adults)
	18.15	Finish
Wednesday	9.30	Weekly Diary Meeting
	12.30	Pre-Organ Recital Lunch
	13.00	Wednesday@One Organ Recital
	15.45	Toast & Faith Development (Youth Choir)
	16.30	<i>Grace Notes - until 17.30</i>
	18.15	Youth Choir Finish
Thursday	15.45	Toast, Theory, & Faith Development
	16.30	Choristers' Rehearsal (Boys and Girls, separately)
	18.30	Finish
Sunday	09.00	Choristers' Rehearsal
	09.45	Full Rehearsal
	10.30	Choral Eucharist
	11.45	Lunch, & Choristers' Rehearsal
	13.00	End
	14.15	Full Rehearsal
	15.30	Choral Evensong (Consort)
	16.30	Rehearsal
	17.15	Finish

## Cathedral Organ

The Cathedral Organ has undergone many facelifts since it was built by *William Hill & Sons* in 1904. Much of the original pipework remains in use, and blends very well with later work by *Hill, Norman and Beard* (1961) and *Walker* (1977). More recently, select restoration has been completed to the console and Chancel division. During the summer of 2023 cleaning and mechanical restoration, alongside tonal revision to the Swell division was undertaken by the Harrogate-based organ builders, Mark & Ginny Wood of Peter Wood & Son, Organ Builder. The work has been highly successful in creating a more blended sound, that projects better into the building.

The organ is heard regular at services throughout the week, and at the popular Wednesday@One organ recitals. It is a comprehensive four manual instrument, with 60 speaking stops. There is a wide variety of tonal colour to be found, and the organ can do justice to any repertoire.

# Key Responsibilities

## Musical

The Sub-Organist and Assistant Director of Music will:

- Be an outstanding musician. They will attend all rehearsals and services at which the Cathedral Choir is singing, contributing by playing the organ for services, broadcasts, recordings and tours with the Cathedral Choir as required by the Organist and Director of Music. Playing will always be to a standard commensurate with that expected of a cathedral music department.
- Take regular rehearsals with the Cathedral Choir; there will be opportunities to conduct the choir in services. They will work with the choristers and probationers individually or in small groups, to improve vocal technique, sight-reading and musicianship. They will teach choristers music theory and, in conjunction with the Organist and Director of Music, lead on the professional development and training of the Junior Organ Scholars.
- Lead the Youth Choir, in their weekly rehearsals, and will choose repertoire for their half-termly Evensongs.
- May be required to sing as part of the Cathedral Choir from time to time.
- Be offered the opportunity to play the organ for weddings, funerals and other larger scale services or events at the cathedral, at the agreed cathedral fee. Where some additional services do not offer a fee, reasonable adjustment to regular responsibilities will be made. The regular livestreaming of Cathedral services does not include an additional fee.
- Have the right to gain further remuneration by offering private piano, organ and theory lessons to the choristers, and members of the Youth Choir at an agreed cathedral rate. Music department facilities will be made available for this, as long as it is conducted in accordance with the Cathedral's policies, and if the Cathedral diary permits.

## Administrative and Communication

- Be the Choir Librarian, taking responsibility for ensuring the smooth running of established systems, updating the labelling of music, ordering new music and typesetting new music, using Sibelius software. They will keep the online library for choir adults and the library database up-to-date. They will also assist in the production of the termly cathedral music list.
- Administer the *Wednesday@One* Organ Recitals and other music department concerts, by booking performers, in consultation with the Organist and Director of Music. They will

assemble the programme brochure, meet recitalists, manage front-of-house activities, and step in if a recitalist becomes unavailable at short notice.

- Be responsible for booking deputy organists as required.
- Manage visiting choir bookings, ensuring quality control and that information is sent and received in good time for each visit. They will provide pertinent information to the clergy and vergers.
- Attend regular meetings, giving priority to the weekly diary/staff meeting and music department meeting.

### **Safeguarding**

- Treat the pastoral wellbeing of the choristers and junior choral scholars as a priority, always abiding by the Cathedral's safeguarding policy. Bradford Cathedral is committed to safeguarding and promoting the welfare of children, young people and all adults who may be vulnerable.

### **Personal and Professional Development**

- Give adequate time to the preparation and practice of music for cathedral services. T
- Be expected to attend any training advised by the Cathedral. They will be encouraged to attend ACO Conferences.
- Be encouraged to get involved with musical activities across West Yorkshire, acting as an ambassador for Bradford Cathedral music.

# Person Specification

Essential	Desirable	Measured by
<b>MUSICAL</b>		
Educated to degree level.	Music degree.	A
A talented liturgical musician, committed to excellence.	A broad knowledge of music beyond the Anglican choral tradition.	A C I O R
A proven ability to play the organ to a high standard. An interest in liturgical improvisation.	An excellent improviser.	A O R
An excellent sense for cathedral liturgy and comprehensive knowledge of the Anglican choral tradition.		A O I
An awareness of and willingness to work with music musicians of other musical and liturgical traditions.	Prior experience of leading musical worship in a range of musical styles.	A I R
A desire to build and develop solo organ repertoire.	A broad repertoire of solo organ music.	A O I
Experience of playing for cathedral worship. Excellent choral and congregational accompanist.	FRCO/Conservatoire qualification.	A O I R
Experience of conducting choirs. Knowledge of good vocal technique. Experience of singing in choirs.	Prior experience of developing the musicianship of children and young people from a variety of backgrounds. A good singing voice.	A O C I R
Awareness of the need to select, adapt and arrange music appropriately for the available resources.	An ability to do so.	A C I R
<b>CHRISTIAN FAITH</b>		
Sensitivity to the needs and aims of a Christian organisation. In sympathy with the ethos of Anglican choral worship.	A communicant member of the Church of England or another Christian denomination. A person of lively Christian faith.	A I R
<b>SAFEGUARDING</b>		
Thorough knowledge and experience of current safeguarding procedures.	Church of England Leadership Safeguarding training.	A I R
An interest in the pastoral wellbeing of children and young people from a variety of backgrounds.	Prior experience of pastoral responsibility for children and young people.	A C I R
<b>ADMINISTRATION</b>		

A working knowledge of standard computer software. A working knowledge of <i>Sibelius</i> software.	Experience of using Adobe Photoshop (or equivalent).	A R
Excellent written communication.	A keen eye for detail. Good proofreading skills.	A R
PERSONAL SKILLS		
A willingness to work flexibly. An ability to manage personal workload. An ability to receive criticism and adapt.	An interest in pursuing further musical activities in Bradford and West Yorkshire.	A I R
A willingness to collaborate with a range of colleagues. A team player.	A sense of humour.	A I R

A – Application Form

C – Choral Directing Audition

I – Interview

O – Organ Playing Audition

R – References

# Key Relationships

## Reporting to

- Organist and Director of Music

## Key Colleagues

- The Dean and clergy
- Organist and Director of Music
- Choir Matron
- Section Leads & Lay Clerks
- Other Music Department Staff and freelance contractors

## Key lateral and other relationships

- The Choral Foundation
  - Choristers, Youth Choir, Junior Choral Scholars, their parents, carers and families
  - Voluntary Adult Singers
- The Cathedral
  - Cathedral Clergy, Staff & Churchwardens
- External
  - Freelance deputy singers and contractors

# Terms and Conditions

This post is open to candidates who are in sympathy with the aims and objectives of the Christian Church and the Anglican tradition. The Cathedral treats all persons in accordance with its Equality and Diversity Policy.

Bradford Cathedral is committed to safeguarding and promoting the welfare of children and all vulnerable people. This commitment is shared by all our staff and volunteers.

**Place of Work:** The normal place of work will be Bradford Cathedral. Other working locations will be agreed in advance. A desk with a personal computer will be provided in the Cathedral, along with a work mobile telephone. In term-time, the post-holder will do most of their work at the cathedral itself.

**Reporting:** The post holder will be line managed by the Organist and Director of Music.

**Salary:** £31,000 (paid by credit transfer on or around the 24<sup>th</sup> of each month).

**Hours:** 40 hours a week Sunday – Thursday. Due to the nature of this post, the Sub-Organist and Assistant Director of Music will sometimes be required to work Fridays & Saturdays, therefore some flexibility with working hours will be required.

The Sub-Organist and Assistant Director of Music will be required to work at Christmas and Easter. Holidays will be taken during choir vacation periods, in negotiation with the Organist and Director of Music, to ensure organist cover at all necessary times.

**Holidays:** 38.5 days/288 hours per year (including an allowance for Bank Holidays, which may be taken flexibly), to be taken when there are no choir commitments. Holiday may be taken on up to six Sundays during any year. Holiday may not be taken on Bank Holidays when the Sub-Organist and Assistant Director of Music will be required to perform their duties, such as Christmas Day and Good Friday. Holiday should be arranged in conjunction with the Organist and Director of Music to ensure resident organist cover for all Statutory services.

**Pension:** The Cathedral participates in the Church Workers Pension Fund. The Cathedral will pay a 5% contribution to the pension scheme provided you pay a minimum of 3.5% of your salary into

the scheme. You will be automatically enrolled unless you decide to opt out. The scheme includes life assurance.

**Organ:** The cathedral organ will be made available to the Sub-Organist and Assistant Director of Music for practice and teaching purposes, whenever the cathedral diary permits. They will also be encouraged to undertake organ recitals elsewhere, as long as there is no conflict with the music department calendar.

**Probationary period:** Three months

**Notice period:** During the probationary period, the notice period is one month on either side. After that, the notice period is three months on either side.

**Referees:** Names and contact details of two referees will be required.

**Pre-appointment checks:** Offer of the position will be subject to employment checks, including the completion of an 'Enhanced with barred lists' DBS disclosure, confidential declaration and the agreement to abide by Bradford Cathedral's safeguarding policy and protocols.

## How to apply

Please apply at through the advertisement listed on Church of England Pathways at:

[www.bradfordcathedral.org.uk/job-vacancies](http://www.bradfordcathedral.org.uk/job-vacancies)

The deadline for applications is Sunday 26 April 2026. Interviews will take place on Thursday 7 May 2026. at Bradford Cathedral. The process will include an organ audition, a choral directing audition, an interview and an opportunity to socialise informally with members of the Cathedral Music Department.

If you would like an informal conversation about this role, please be in touch with Geoffrey Woollatt, Organist & Director of Music, who would be delighted to speak with you. You can contact him via [geoffrey.woollatt@bradfordcathedral.org](mailto:geoffrey.woollatt@bradfordcathedral.org) and 07507 455 979.