



Weaving Jesus into the rich fabric of the city and beyond

Interim Sub-Organist and
Assistant Director of Music



 THE CHURCH
OF ENGLAND

Diocese of Leeds

An introduction by the Dean

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

Bradford Cathedral has a thriving musical tradition. The 90 children and adults in our choirs come to the cathedral to sing at four choral services each week. Our education programme gives over 45 young people from different backgrounds free singing lessons and tuition in music theory. Our organ recitals draw some of the finest performers from the UK and abroad. From time to time, musicians from other Christian traditions are involved in our musical worship.

With reference to the 2023 vision (attached), music is a key means by which we will become more accessible so that more people can recognize Jesus. Our vision document includes the following aims that relate to music:

We will excel in intercultural worship and seek to better reflect our city's many cultures and ethnicities without our community life.

We will be a centre of intercultural practice, learning from and encouraging other local churches.

Our worship will be known for its beauty and diversity: grounded in the English choral tradition, it will be an exemplar of Church of England worship that values and weaves together culturally rooted expressions of faith from across the Anglican Communion.

We seek a musician of the highest calibre and commitment to join the Music Department to work to these ends. They will be an accomplished liturgical musician, an organist and choir trainer, who is willing to offer themselves to work with the resources that we have, and to experiment with new material and ideas to achieve the aims of our vision.

You will be able to demonstrate:

- 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;
- a high level of musicianship as an organist and choir trainer;
- 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;
- 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 me at andy.bowerman@bradfordcathedral.org to arrange a conversation.

With my prayers and best wishes,

The Very Reverend Andy Bowerman
Dean of Bradford



About this role

The Chapter of Bradford Cathedral seeks to appoint an outstanding musician to the position of Interim Sub-Organist and Assistant Director of Music, from 21st August 2023.

As a Cathedral, our ambition is that our worship will be known for its beauty and diversity in the Anglican Diocese of Leeds: grounded in the English choral tradition, it will be an exemplar of Church of England worship that values and weaves together culturally rooted expressions of faith from across the Anglican Communion. We seek to bring people to the Christian faith through worship and music of a high quality. The Interim Sub-Organist and Assistant Director of Music position is at the heart of that vision as we continue to recruit new choir members and to build up 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.

If you would like an informal conversation about this role, please be in touch with Revd Pete Gunstone, Minor Canon for Worship and Nurture
pete.gunstone@bradfordcathedral.org

The Music Department and Cathedral Choir

Personnel

The Interim Sub-Organist and Assistant Director of Music is responsible for working with the Interim Organist and Director of Music to oversee all aspects of the musical life of the cathedral. They will be line managed by the Interim Director of Music. The Music Department is led by the Canon for Worship & Nurture.

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 number of different schools from across the local area. All choristers receive free singing lessons and theory tuition.

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

- *Lay Clerks:* A pool of male and female volunteer singers from across the local area, who sign up to sing for services throughout choir term. We are seeking to grow our pool of singers and establish greater continuity of personnel. These are supplemented with paid singers as required.
- *Junior Choral Scholars:* When choristers retire from the front row, they receive the opportunity to sing with as sopranos, altos, tenors and basses with the Cathedral Consort.

The Cathedral Consort is made up of volunteer sopranos who join together with the Lay Clerks and Choral Scholars to sing Sunday Evensong and occasional other services. The Consort has a growing and ambitious identity and repertoire.

The Grace Notes is an non-auditioned youth community choir that sings once or twice a term at the Cathedral Eucharist and sometimes on other occasions. A new director for this group is sought for September 2023.

Choir Weekly Timetable (under review)

Monday	15.45	Toast & Theory
	16.30	Choristers' Rehearsal
	17.00	Full Rehearsal
	17.30	Choral Evensong (Girls and Adults)
	18.15	Finish
Tuesday	15.45	Toast & Theory
	16.30	Choristers' Rehearsal
	17.00	Full Rehearsal
	17.30	Choral Evensong (Boys and Adults)
	18.15	Finish
Wednesday	12.30	Lunch
	13.00	Wednesday@One Organ Recital
Thursday	15.45	Toast & Theory
	16.30	Choristers' Rehearsal (Boys and Girls, separately)
	18.15	Finish
Saturday		Vocal, musicianship, and theory tuition, by arrangement
Sunday	09.00	Choristers' Rehearsal
	09.45	Full Rehearsal
	10.30	Choral Eucharist
	11.45	Lunch, Faith Development & Choristers' Rehearsal
	13.15	End
	13.15	Junior Choral Scholar training
	14.15	Full Rehearsal
	15.30	Choral Evensong
	16.30	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). Recently, select restoration has been completed to the console and Chancel division. The summer of 2023 will see further select cleaning and mechanical restoration, alongside tonal revision to the Swell division. The work is being undertaken by the Harrogate-based organ builders, Mark & Ginny Wood of Peter Wood & Son, Organ Builder.

The organ is heard regular at services throughout the week, and also 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 Interim 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.

The Interim Sub-Organist and Assistant Director of Music will take regular rehearsals with the Cathedral Choir; there will also be opportunities to conduct the choir at services. They will work with the choristers individually or in small groups, in order to improve vocal technique, sight-reading and musicianship. Depending on their experience, the Interim Sub-Organist and Assistant Director of Music may take a lead on the growth and development of the Cathedral's Boys' Choir.

The Interim Sub-Organist and Assistant Director of Music will teach choristers music theory. They will be the accompanist to the Grace Notes as arranged. The Interim Sub-Organist and Assistant Director of Music will be required to sing as part of the Cathedral Choir from time to time.

The Interim Sub-Organist and Assistant Director of Music will 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.

The Interim Sub-Organist and Assistant Director of Music will have the right to gain further remuneration by offering private piano and theory lessons to the choristers and junior choral scholars at an agreed cathedral rate. Music department facilities will be made available for this, as long as the cathedral diary permits.

Administrative and Communication

The Sub-Organist and Assistant Director of Music will 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 produce the monthly cathedral music list.

They will administer the *Wednesday@One* Organ Recitals and Tuesday Coffee Concerts, by booking performers, in consultation with the Director of Music. They will assemble the programme brochure, manage front-of-house activities, and step in if a recitalist becomes unavailable at short notice.

The Sub-Organist and Assistant Director of Music will 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.

The Sub-Organist and Assistant Director of Music will attend regular meetings, giving particular priority to the weekly diary/staff meeting and music department meeting.

Safeguarding

Bradford Cathedral takes its Safeguarding obligations seriously. The Interim Sub-Organist and Assistant Director of Music will have the pastoral wellbeing of the choristers and junior choral scholars as a priority, abiding by the cathedral's Safeguarding policy at all times.

Personal and Professional Development

The Interim Sub-Organist and Assistant Director of Music will give adequate time to the preparation and practice of music for cathedral services. They will be expected to attend any training advised by the cathedral. They will be encouraged to attend ACO Conferences. There is a small budget for continuing professional development, in consultation with the Director of Music.

The Interim Sub-Organist and Assistant Director of Music will 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
MUSICAL			
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
CHRISTIAN FAITH			
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
SAFEGUARDING			

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
ADMINISTRATION		
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

Terms and Conditions

The Interim Sub-Organist and Assistant Director of Music will be expected to work an average of 40 hours a week. Some flexibility with working hours will be required, in the knowledge that some weeks will be quieter or busier than others. A desk with a personal computer will be provided in the cathedral, along with a work mobile telephone. It is anticipated that in term-time the post-holder will do the majority of their work at the cathedral itself.

This is a fixed term contract, for 11 months, starting on 21 August 2023. It is currently expected to come to an end on or around 21 July 2024. However, the Cathedral cannot guarantee a minimum or maximum period of employment. Employment may be terminated earlier by giving the notice period specified in the postholder's contract of employment.

Remuneration will be *pro rata* £26,932 per annum. No accommodation is offered with the role.

There is a *pro rata* holiday entitlement of 48 days per year to coincide with choir vacations. The Interim Sub-Organist and Assistant Director of Music will be expected to work at Christmas and from the beginning of Holy Week to Easter Day.

The Cathedral participates in the Church Workers' Pension Fund. The Cathedral will pay a 5% contribution towards the employee's pension, provided they pay a minimum of 3.5% of their salary into the scheme.

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

The cathedral organ will be made available to the Interim 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.

The Interim 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 Interim Organist and Director of Music, to ensure organist cover at all necessary times.

The Interim Sub-Organist and Assistant Director of Music will report directly to the Interim Organist and Director of Music. Their place of work will normally be Bradford Cathedral. There may be requirements to work at other locations; prior notice will be given.

There will be a probationary period of three months. During the probationary period, the notice is one month on either side. After that the notice period will be three months on either side.

How to apply

Please apply through the advertisement listed on Church of England Pathways.

The deadline for applications is 1200 on Wednesday, 28th June.

Shortlisting will take place on Thursday, 29th June.

Revd Pete is very happy to talk to potential candidates informally about the position.

Please email him via pete.gunstone@bradfordcathedral.org to arrange a conversation.

The Interview Process

Interviews are planned to take place on Thursday, 6th and Friday, 7th July 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 and its music department.