

The Parish Church of All Saints, Leamington Spa

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Growing Community · Growing Generosity · Growing Holiness

Job Specification: Director of Music (part-time)

All Saints' Parish Church

All Saints' Parish Church, Leamington Priors is the town centre Parish Church of Leamington Spa, with a history dating back over 900 years. It was rebuilt on a substantial scale in the French Gothic style in 1842, and the building was further extended in 1902, making it one of the largest parish church buildings in the country. The congregation is diverse in age and background, drawn from around and beyond the town. The high quality of music and its prominence in the liturgy are among the factors which attract and inspire worshippers. The principal Sunday services are the weekly Choral Eucharist at 10.30am (Common Worship Order One) and monthly Choral Evensong at 4.30pm from the Book of Common Prayer.

Weekday ministry includes a weekday cafe within the building, a programme of concerts, recitals and exhibitions, an occasional Arts Festival, and a project offering free hot drinks and a listening ear to clubbers and others around on Friday nights. The Vicar (in post since 2003) and a part-time non-stipendiary Associate Priest also care for the neighbouring parish of Holy Trinity.

The church website www.allsaintschurchleamington.org.uk includes further information about the church.

All Saints' Church Choir and Musical Establishment

The robed SATB Choir is affiliated to the RSCM. Currently it comprises approximately 15 men and women ranging in age from undergraduates to the recently retired. Some of the students are awarded Choral Scholarships but membership is otherwise voluntary. There is a high level of regular commitment by some, whilst others attend less frequently for reasons such as work or family commitments. The Choir enjoys a wide repertoire ranging from plainsong through to contemporary compositions, and the significant music library includes works by some of the church members.

At the Eucharist, a choral setting of the Gloria (Kyries during Advent/Lent), Sanctus and Benedictus, and Agnus Dei is used. An anthem or motet is sung during Communion. The congregation joins in four hymns, Gospel responses and a sung Creed. At Evensong the responses, canticles, psalm(s) and anthem are choral; there are normally two congregational hymns.

In addition to the regular services, the Choir normally leads the singing at services on Advent Sunday (4.30pm Advent Carol Service), Christmas Eve (6.30pm Christmas Carol Service and 11.30pm Midnight Mass), Christmas Day (morning), Ash Wednesday (evening), Maundy Thursday (evening), and Ascension Day (evening). Occasionally there are other choral services including weddings. In addition the Choir leads the singing at the civic Service of Remembrance at the town centre War Memorial on Remembrance Sunday, an event attended by several thousand people. Allowance is made in the salary for up to five additional choral services per year.

The main Choir rehearsals take place on Friday evenings, 7.30pm-9.00pm (9.30pm during busy seasons). Rehearsals before services are normally at 9.45am and 3.30pm.

At least one residency normally takes place per annum. In recent years these have been at Canterbury Cathedral (2014), Lichfield Cathedral (2013), Norwich Cathedral, York Minster and New College Oxford (2012), St George's Chapel Windsor and Chichester Cathedral (2011), Ely Cathedral (2010), and York Minster (2009). The accommodation costs for the Director of Music are paid for choir residencies.

The Choir enjoys regular social events and over the past few years, the sense of being an integral part of the wider congregation has increased. This has been of considerable mutual benefit.

An appreciation of the varying circumstances of choir members and the ability to be flexible are essential.

The Friends of All Saints' Music (FASM) promotes and supports all aspects of the musical life of the church, including the raising of funds for choral scholarships, music and robes, and administrative support for Choir activities and residencies. It also supports an Organ Scholarship. FASM promotes the use of the church as a concert venue and organises regular organ recitals and an annual charity concert. It also arranges two annual bring and-sing events, on Good Friday and at All Saints-tide which typically attract 75-150 singers; the Director of Music customarily conducts. The occasional All Saints' Arts Festival includes musical events and is organised by FASM. The Director of Music is an ex officio member of FASM. The Organist, David Williams MA (Oxon), FRCO, is supported by a small team of Associate Organists of high calibre including several former Organists of All Saints. There is a fine four-manual organ by Hill, Norman and Beard. There is also a grand piano in church.

The Choir Vestry houses the robes and an extensive music library. The Urquhart Room, within the church at the West end, is used for choir rehearsals as well as other church purposes including the coffee shop. There is an upright piano in the Urquhart Room.

Key Duties and Responsibilities

The Director of Music:

- Prepares the music list and arranges its publication in advance. (Music should be appropriate to the season or occasion, the resources available, and the needs of the church. A spirit of co-operation between the Incumbent, Director of Music, Organist and Choir is essential.)
- Rehearses the Choir to the highest attainable standard
- Encourages a high standard within the choir of presentation and dignity during worship
- Directs the Choir at all services and events at which it is present to sing
- Leads recruitment of new members including Choral Scholars from the University of Warwick, aiming to maintain or increase the current numbers, standard and repertoire
- Ensures that the attendance register and other Choir-related administration is kept up-to- date
- Supervises the voluntary Choir Librarian and Wardrobe Assistants
- Sets an example of professional conduct in accordance with the ethos of the Church
- Ensures that procedures and conduct are in line with church policies, including the Safeguarding Policy and the Financial Regulations
- Collaborates with the Incumbent and Organist in the choice of new music and the development of the musical life of the church
- Promotes the musical life of the church within and beyond the town

Contract of Service

Appointment will be on the basis of a full Contract of Service including the above duties and responsibilities. A probationary period of six months will apply. Following satisfactory completion of the probationary period, the post will become permanent with a notice period of 6 weeks on either side.

Ideally the appointment will be taken up on Thursday 1 October 2015, but there is scope for negotiation for an outstanding candidate.

Skills and Experience Required

The ideal candidate will have:

- Proven experience in choir training and choral conducting, including the ability to inspire and enthuse singers of all ages
- Excellent working knowledge of the choral repertoire
- Willingness to work within the ethos of the church and to treat others with courtesy, respect and dignity
- Strong interpersonal and organisational skills

The post is subject to a criminal record check and a satisfactory DBS certificate.

Remuneration

Remuneration will be offered according to experience and ability with reference to RSCM guidelines, within the range £4500-£5000 pa. The rate is reviewed annually. Holiday entitlement is one week after Christmas Day, one week after Easter Day, one week during each of the autumn, spring and summer terms, and the whole month of August with the exception of choir residencies. Dates for the mid-term week are agreed with the Incumbent and normally follow school half-term dates. Occasionally the Choir is requested to sing at a wedding, for which a fee is paid.

Applications

Written applications should be submitted on the application form supplied and accompanied by a full CV. The closing date is Saturday 23 May 2015. Applicants will be notified whether or not they have been shortlisted. References will be required for shortlisted candidates. Shortlisted candidates will be invited to an Interview and a half-hour rehearsal with a small choir, provisionally on Saturday 6 June 2015. The choir rehearsal will consist of a short psalm, an anthem, accompanied by the organ, and part of a set of unaccompanied responses. The music will be provided with the invitation to attend for interview.

Applications should be posted to:

Fr Christopher Wilson,

The Vicarage, Clive House, Kenilworth Road, Leamington Spa, CV32 5TL

Informal Enquiries

Informal enquiries can be made of

Fr Christopher Wilson, tel 01926 424016 email vicar@allsaintschurchleamington.org.uk