

Parish of St Martin and St Paul, Canterbury

VACANCY

DIRECTOR OF MUSIC

Introduction

St Martin and St Paul is a thriving Parish in the liberal tradition that is looking for a new Director Music to work with the Rector and the Staff Team in supporting and developing the worship and ministry of the Parish. The Parish has a good tradition of choral music but is also open to other forms of worship such as Taizé and is looking for someone who is comfortable working with a wide range of music.

More information about the Churches is available on the website www.martinpaul.org .

The adult choir at St Paul's currently consists of 6 sopranos, 4 altos, 2 tenors and 4 basses. One of the basses acts as an assistant choir master and at least two members are music graduates. For large occasions, the choir is joined by guest singers. The Choir Secretary manages the administrative matters of the choir, attends planning meetings and assists the Director in maintaining the music library. The choir also has a tradition of singing at Cathedrals (Rochester, Southwark & St. Alban's Abbey, and also at the Menin Gate in Ypres) from time to time.

There is a smaller group of semi-professional singers who sing on most first Sundays of the month at St. Martin's Church for the Prayer Book liturgy, and on Ascension Day.

There is also a small group of musicians who support the Taizé worship; currently this includes flute, oboe, cello and harpsichord. There is a desire to set up a worship group to encourage members of the congregation to contribute musical skills.

A specification sheet for the pipe organs in each church is attached.

This appointment is to replace the current Director of Music, who is taking up a post at the Collegiate Church of St. Peter, Ruthin.

The appointment will be made by the Rector with the agreement of the Parochial Church Council in accordance with Canon B20.

Principal Purpose

The Director of Music will have care, control and general oversight of the music in the two churches, subject to the overall direction of the Rector and PCC, with the aim of providing and facilitating music which will glorify God and enable the churches to develop and grow. He or she will strive to foster the musical gifts of members of the congregation in worship.

Responsibilities

1. To play the organ or other keyboard as appropriate at the regular and occasional services at the two churches, and where possible to play for weddings, funerals, and special services for outside bodies.
2. To recruit, train, rehearse, direct and inspire the St Paul's choir (a large voluntary choir, currently of adults only) and also the smaller group of semi-professional group of singers.
3. Encourage the development of other musicians and musical groups, including children as well as adults, and instrumentalists as well as singers, as may be agreed from time to time.
4. To co-operate with the Rector and others in the planning of worship and for that purpose to attend PCC meetings and worship planning meetings as necessary.
5. To work with the Rector and worship planning group in selecting music for services. This should include the usual repertoire from the Anglican choral tradition but also involve developing the appropriate use of newer worship songs and music
6. To advise the PCC concerning the proper care and maintenance of the organs and other musical instruments.
7. To maintain the music library with the assistance of the Choir Secretary, including the purchase of new music within the annual budget.
8. To work collaboratively with the Rector, staff team and PCC in the development of the liturgy and worship of the parish.
9. To liaise with other musicians in the Deanery and Diocese as appropriate.

Personal qualities

1. The post requires someone with a clear understanding of the key role of music in enhancing worship and developing faith, and a desire to put that into practice using their musical skills to ensure good quality music that glorifies God
2. We are looking for someone who is thoughtful, flexible, outward-looking and mission-minded who is keen to serve, and gracious.
3. A high standard of musical ability, particularly on the organ, with relevant qualifications.
4. The ability both to manage and lead volunteer singers and others with sensitivity, to inspire them and to bring out their best.

5. Experience of working with children and encouraging them to be involved in the music of the church, whether as singers or as instrumentalists would be an advantage.
6. A good knowledge of the traditional Anglican choral and organ repertoire.
7. Sympathy towards and knowledge of the various contemporary styles of music for worship suitable for instrumental and vocal groups, and the ability to encourage and support their development in church life as opportunities arise.
8. Experience of selecting appropriate styles and pieces of music for different aspects of worship.
9. Sufficient knowledge of the organ and other instruments to be able to give necessary advice to the PCC concerning proper care and maintenance.
10. Understanding of Anglican structures and experience of working with musicians at deanery or diocesan level for combined acts of worship will be an advantage.

Pattern of work

The normal pattern of worship that the Director of Music would be expected to be involved in by rehearsing the choir beforehand and by playing the organ is as follows:

- One sung Eucharist every Sunday at 10.30 am (St. Paul's)
- Additional monthly Eucharist at 9.00 am (St. Martin's)
- Monthly Evensong or other evening liturgy (at either Church)
- Full programme of worship at Christmas and Passiontide/Easter at both Churches.
- Ash Wednesday (St. Paul's) and Ascension Day (St. Martin's) services (usually evening).
- Termly service organised and led by Sunday Zone (the parish's Sunday school) in place of a Sunday Eucharist at St. Paul's.
- Monthly Taizé worship at St. Martin's (usually 6.30 pm).

The Director of Music is permitted to be absent for a maximum of 8 Sundays a year provide he or she agrees the absence at least one month in advance with the Rector and has found a suitable musician (to be agreed with the Rector) to deputise for him or her.

The Director of Music would also be expected to play for weddings and funerals and occasional services where possible and these would usually attract additional fees. If the Director Music is unavailable, then he or she is responsible for finding suitable musicians (to be agreed with the Rector) to deputise them.

The Director of Music would be welcome to attend PCC meetings (5 plus APCM) as an ex-officio member. Where music was on the agenda the Director of Music would be required to

attend, and to attend music planning meetings (2 per year), and worship planning meetings (3 per year) on the basis of an agreed remuneration.

Remuneration

It is anticipated that the Director of Music will have self-employed status, being appointed on a Contract for Services made with the PCC. If the successful candidate prefers to be an employee of the PCC, this could be negotiated, with a corresponding adjustment in remuneration to allow for National Insurance and any pension contributions borne by the employer, and with any necessary changes in the nature of the contractual commitments undertaken on each side.

A fee of £26 would be payable for meetings at which the Director of Music was required (but not individual practise or rehearsal). It is anticipated that the Director of Music will need to spend a minimum of the equivalent of 3-5 days per year to fulfil this part of their responsibilities.

The current payments for services are as follows:

- £46.50 per service (playing the organ and conducting choir or singers)
- £26.00 per choir rehearsal
- £31.00 per service when no choir

Current payments for special services are:

- Weddings £100.00, (£120.00 if recorded)
- Funerals £80.00
- Other services requested by individuals or outside groups: £50.00

When the Director of Music is unavailable, the per service payment is paid directly to the person deputising.

The contract is renewable on an annual basis following a formal review with the Rector.

The Parish is equipped with a modern Parish Office and Computer available for use.

Application process

This contract is subject to satisfactory enhanced Criminal Record Bureaux checks. The successful candidate will be required to fully co-operate with verification of their suitability for appointment under the Police Act 1997 and with the CRB process. The post holder will be required to observe the parish and diocesan child protection policies.

Please apply with a CV detailing your education and work experience including all work you are currently involved in and a covering letter which explains why you are particularly interested in the post and how you consider you meet the personal qualities above.

Candidates should give details of two referees, one of which should be a Cleric or Minister. Please indicate whether you are willing for us to contact your referees before interview.

If you would like an informal discussion about the post please contact the Rector, Canon Noelle Hall.

Your application should be submitted in writing (and preferably electronically as well) to

Revd Canon Noelle Hall

office@martinpaul.org

The Rectory, 13, Ersham Road, Canterbury, Kent. CT1 3AR

Telephone: 01227 462686

Email: office@martinpaul.org

Closing Date: July 25th 2009.