



Director of Music

Application Pack

May 2022

Thank you for downloading this pack. We hope that you will find it informative, and that you will consider applying for the role. If, having read the pack, you would like an informal conversation about the role do please email Derek Lancaster, the lead for Liturgy and Music, on derek.lancaster@carus.org.uk and we will be in touch. We don't expect a perfect fit, and will be happy to discuss the role with you.

To apply, please send your CV with a covering letter to the parish office (details below) before May 31st 2022.

The selection process will include an interview and an assessed rehearsal with the choir. Further details will be sent to those who are short-listed for the role, and selection will be planned to take place in June.

We look forward to hearing from you.

Summary

We have a clear vision for the continuing development of music at All Saints as an area 'beacon' church for music in the liturgy. We want to see a broad range of traditional and contemporary provision, with our choir at its heart, to serve our liturgy and our wider community.

Our main aims are:

- To sustain and grow our adult SATB choir, and reintroduce children via a programme of outreach to schools, to enhance our regular worship.
- To foster music and song in our community, enabling more people to join in and inviting local people to our regular concert series.
- To sustain and support a worship band for our contemporary worship, as part of the wider [On Fire Mission](#) movement.

Our parish is a member of [Inclusive Church](#), and is in the modern catholic tradition of the Church of England. The Parish Eucharist is Common Worship Order 1, with a formal (but relaxed) liturgy including a sung setting, a responsorial psalm led by a cantor and a range of hymns, alongside organ improvisation to highlight aspects of the liturgy. Music is drawn from both traditional and contemporary sources.

Our mixed adult choir sings at the Parish Eucharist and at least one other choral service each month with organ accompaniment, and is well-resourced with a good library and a range of hymnbooks.

The bi-monthly 'Led by the Spirit' Eucharist blends catholic and charismatic styles of liturgy and grew out of the catholic renewal. Music in the contemporary style is provided by a small worship band. This has developed in parallel with the core offering of All Saints, as a small community of its own.

The Organ is of high quality, though a project is envisaged to have it restored. High quality organ accompaniment plays a key role in our Sunday services.

The role of the Director of Music is a very significant one in our parish life, and the role-holder will work closely with our Shared Leadership team. Details of the hours and proposed salary are given below. We are looking for someone with strong musical skills and a passion for music and song as essential enablers of Christian faith and mission. The role is supported by assistant organists, who accompany Choral Evensong and services on feast days.

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Introducing All Saints

Parish Office	<p>Ms Thistle Martin (Administrator), The Church Office, Oakley Hall, 8 Castle Street, High Wycombe, Bucks, HP13 6RF</p> <p>Office@allsaintshighwycombe.org</p> <p>(01494) 527526</p>
Rector	<p>The Revd Hugh Ellis</p>
Ministry Team	<p>The Revd Jackie Lock, Associate Priest</p> <p>The Revd Gareth Morley, Assistant Curate</p> <p>Robyn Connelly-Smith, Children's and Families Minister</p> <p>Derek Lancaster, Licensed Lay Minister, Lead for Music and Liturgy</p> <p>Maureen Lampard, Licensed Lay Minister</p> <p>All Saints operates a Shared Leadership Team consisting of the above, plus the Church-wardens and Treasurer.</p>
Parish setting	<p>High Wycombe is 30 miles from London, and within half-an-hour of Oxford. The town and local area has a diverse population of around 130000. Unemployment is lower than the national and regional levels. There is a wide range of local leisure and shopping facilities, and the town is surrounded by the Chilterns countryside. The town has a hospital and a university, and an excellent Church of England primary school. Alongside school music, many children also benefit from the High Wycombe Music Centre and the Chiltern Music Academy.</p>
Team Ministry	<p>The Wycombe Team benefice was originally formed in 1975. The seven parishes in the team reflect the wide diversity of worship style within the Church of England and operate mostly separately.</p>
All Saints	<p>All Saints is an inclusive town centre church in the modern catholic tradition – that is, there are daily said offices and Eucharist, and a liturgical and sacramental focus to our worship. We have a significant civic role, and work closely with various partners to develop and maintain the town as a thriving centre and to work together for social justice in areas such as homelessness.</p>

Our vision for music at All Saints

We believe that

- Both traditional and contemporary church music can enable people to connect with God at a deep level and to learn and grow in the Christian faith.
- Belonging to a choir or music group enriches the faith of both adults and children as we use our gifts in the leading of worship
- Developing our choral tradition has great potential to draw in new people to encounter God, and is therefore part of our mission.
- When the people of God sing together it is life-enhancing and a great opportunity to share in joys and sorrows

We have, therefore, chosen to invest in and build up our music across a range of styles, to 'sing praise with the Spirit, but with the mind also'.

Our aims

Choir

- To sustain and grow our strong SATB choir of adults and young people, continuing and building on recent modest growth and offering excellence in music for our worship.
- To provide opportunities for learning and development in music and singing in our faith context.
- To use a breadth of choral music from across the centuries, including the contemporary, to support both Choral Evensong and the Parish Eucharist as well as seasonal and occasional services.
- To organise and support occasional opportunities for cathedral visits to sing services, to provide some challenge at the highest level of choral singing.
- To develop more outreach into local schools and colleges, and reintroduce children to the choir, potentially as a separate group initially, but feeding in to the full choir over time. We recognise we may need to try different approaches and see what works in this area, but there is plenty of opportunity to foster stronger links – for example, we have regular school visits to church, where the organ could be demonstrated and contacts made.

Contemporary Worship

- To sustain and resource a worship band for the 'Led by the Spirit' Eucharists, drawn from that congregation (see below for further details). Currently, the band is a mix of in-house singers/players supplemented with semi-pro or professional performers on bass and drums. Our aim is to see the service and its music become self-sustaining as a 'local expression' of [On Fire Mission](#).

- To support the growth of this ministry in collaboration with the wider On Fire Mission movement, learning from and sharing with others across the country in conferences and events

Congregational song

- To support congregational singing of service music and hymns with a strong lead by the choir, as the core of our offering in liturgy
- To provide opportunities for congregations to become familiar with new service music and new hymns and songs, and encourage people to offer their own gifts in music, and also to learn more traditional styles where appropriate to the liturgy (e.g. plainchant, Anglican chant)
- To continue to develop our cantor ministry to lead responsorial music by the whole assembly, young and old, experienced or new to faith, to encourage public singing in praise of God
- To find ways to make congregational music more accessible – e.g. providing printed or projected music, sharing online links to help people learn, providing resources exploring how music can be used to grow in discipleship and faith
- To develop outreach events – e.g. ‘come and sing’ or workshop sessions – to help more people beyond All Saints to experience sacred music

General

- To provide appropriate preparation and planning time
- To resource the above with the necessary administrative, communications, social media and librarian support required, both as part of the existing support from the church office and in additional volunteer effort
- Alongside our ministry of music at church, to work with a range of musicians both locally and regionally to offer concert series and to support other community music
- To be a ‘beacon’ of music for the liturgy, recognised at diocesan level and beyond

We are seeking an enthusiastic and musically-gifted person to work with the shared leadership team to realise these aims.

It is essential that the person we appoint brings an ability to collaborate and draw on the best of church music including both traditional choral and contemporary genres.

It is an occupational requirement that the Director of Music is a worshipping Christian and is in sympathy with the liturgical tradition in which All Saints sits.

Our expectation is that the Director would make All Saints their main church community, and they will work closely with the Lead for Liturgy and Music and be a key member of the liturgy planning group.

About our current music

The Choir

We have had a choir for many years, and over the last twenty-five years or so this has been an experienced, mixed choir of adults with some young people. The choir is affiliated to the RSCM.

Currently, we have around twenty singers, and some of the adult singers have experience of singing elsewhere in choral societies or in cathedral visiting choirs. The choir is un auditioned, and new singers are invited to try a few rehearsals before we jointly decide if they will thrive with us.

We rehearse on Thursday evening from 7.30pm – 9.00pm and prior to services.

The choir is supported by the Assistant Organist or other local organists at Choral Evensong and on feast days.

In recent years, the choir has sung a number of special services and events, for example:

- Choral mass settings for some feast days (Darke, Byrd, Sumsion, Ireland)
- Haydn Little Organ Mass and Monteverdi Beatus Vir with string quartet and organist
- Vierge Messe Solennelle with two organs
- Faure Requiem
- Bob Chilcott's A Little Jazz Mass with Jazz Quartet
- Choral Mattins services for the Britten Centenary and in Celebration of Herbert Howells
- Full Holy Week, Nine Lessons and Carols, Epiphany and Advent Carol services etc
- Joint evensongs with other local church and school choirs and the Prebendal Singers
- Visits to sing at St Albans, Southwark, Rochester, Winchester and Coventry Cathedrals

Services

The choir sings at the 10.00 **Parish Eucharist** (Order 1 Common Worship in contemporary language). Vestments are worn. There are usually four hymns, and a choir anthem during communion. We also use responsorial psalms, and the Alleluia at the gradual as well as the regular service music. Mass settings are congregational with SATB support, for example, the Mass of St Thomas by David Thorne.

The choir sings at least one full **Choral Evensong** each month, alongside **special services** for feast days, especially during Holy Week and Easter and during Advent and Christmas. There are also several Civic services during the year, for example for Remembrance Sunday, and occasional diocesan events such as ordinations.

Evensong on the remaining Sundays in the month is congregational with organ accompaniment, sung without the choir. The congregation sing the psalm and canticles to Anglican chant, and the ferial responses are used.

The '**Led by the Spirit**' **Eucharist** takes place 6/7 times a year and draws a congregation from around the team and the deanery as well as further afield. Its style is both catholic and charismatic, with full liturgy and incense and prayer ministry and anointing, in the style of 'On Fire Mission'.

Our main services are all streamed via our facebook page – www.facebook.com/allsaintshw

Weddings and Funerals at All Saints are very occasional, due mainly to the lack of much on-site parking. These would require an organist sometimes.

Music resources

We have a full library of choral music, and there is budget to replace worn-out copies and to buy new music. We source hymns from a number of books, using the New English Hymnal as a core. For the choir, we have recently invested in copies of *Hymns Ancient and Modern: Songs and Hymns for Refreshing Worship*, and we also use CCLI SongSelect for worship songs, and catholic sources via OneLicense and Chabanel Psalms. As a special service sheet is produced each week for the Parish Eucharist, there is the opportunity to choose music from all these resources to make the best offering we can.

Organ

A description of the organ is given in appendix 1. This high-quality Father Willis-based instrument is currently in need of considerable restoration, the last major rebuild being in 1984. This is to be achieved as part of our major 'Sound and Light' project which was recently initiated.

It is not expected that the Director of Music will need to be responsible for fund-raising, except in terms, potentially, of providing musical fund-raising events, though of course they will be a key stakeholder in the project.

Concerts

All Saints provides a regular series of lunchtime concerts during term-times, given by both professional local musicians and students from the Royal Academy of Music and local schools. The café is open before concerts to provide refreshments, and they are popular with local people.

We also host concerts given by local choral societies and orchestras.

Director of Music Job Description

18 hours a week.

Salary £13,000/year.

This is a year-round part-time role on payroll with NI and pension contributions, and six weeks paid holiday per annum (pro rata, i.e. 108 hours per year), and as such will need to be worked flexibly, with some periods in the year being busier than others.

As an indication, the hours each week would be broken down as follows:

3 sessions running choral/singing groups of 1.5 hours face-to-face and 1.5 hours preparation

- Adult Choir
- Development of Children's choir
- Development of community music

1 or 2 sessions of 3 hours conducting or supporting Sunday services and rehearsals

1 or 2 sessions of 3 hours for meetings, networking and other developments

Overview

The Director of Music is a significant role in our parish life, developing music as a means of deepening the faith of those who attend and as a tool for wider mission. They will work in collaboration with the Rector and the Lead for Music and Liturgy towards the vision and aims set out above. They will work closely with the Assistant Organists.

Accountability and Responsibility

The role is supported by, and accountable to, the Rector.

The role has oversight of the other paid and voluntary singers and musicians.

Core areas of work

Choral Direction

- To conduct weekly rehearsals for the choir
- To plan and select choral music, drawing on the best of traditional and contemporary resources
- To foster spiritual development by explaining the music used and encouraging reflection on it
- To look for ways to grow the choir, encouraging new members and seeking to reintroduce a children's choir
- To provide for vocal training, making use of RSCM affiliation and schemes
- To ensure effective communications so that the choir is briefed on plans for services, and supporting occasional choir meetings

Leading Worship

- To conduct the choir at services up to six times a month
- To model a prayerful approach to leading church music
- To collaborate with the Lead for Music and Liturgy to produce the monthly music lists

- To play the organ for Sunday services, and/or ensure there is a suitable accompanist/organist for each service or community event
- To collaborate as a key member of the liturgy planning team to ensure worship is inspiring and responsive to community needs
- To collaborate with others to plan and deliver music for 'Led by the Spirit' Eucharists
- To co-ordinate and encourage a range of musicians and groups appropriate for different services

Community Engagement

- To foster links with local schools and community groups to explore opportunities for collaboration
- To look for opportunities for stand-alone events or series of events to use music to bless and build up our town community, including collaborating with others to plan and deliver the regular lunchtime concert series

Person Specification

Criteria	Essential	Desirable
Qualifications	Degree/qualification in music, or relevant experience	Additional qualifications relevant to the post, for example, higher degree/diploma or equivalent.
Skills and Competencies	High standard of musical competence in playing the organ, able to accompany, improvise and perform. Proven track record in conducting singers and musicians of a range of abilities to give of their best, with a clear sense of performance purpose Able to train musicians to sing in parts Competent at administration and in planning and organising effectively	
Knowledge	Have a broad knowledge of sacred music from a range of contemporary and traditional sources reflecting the different styles Know how to stay informed about trends and developments in church music	A knowledge of global church music from other countries and cultures across both place and time
Previous experience	Building, developing, training and sustaining choirs and singing groups Leading congregational worship	Work with schools or community groups

	Work with children and adults of mixed abilities to achieve their musical potential	
Personal attributes	<p>Be an active worshipping Christian</p> <p>Be able to articulate their own faith</p> <p>Be in sympathy with the vision of All Saints as part of the Inclusive Church network</p> <p>Be subject to Enhanced DBS check with no recorded offences or barring.</p> <p>Able to practise effective safeguarding in line with our policy</p> <p>Able to build committed teams and collaborate effectively</p> <p>Able to inspire and encourage singers and others</p> <p>Enthusiastic to see the musical traditions of the church grow</p>	<p>Have an appreciation of the role of a parish church in the wider community</p> <p>Have a good understanding of how music can enhance the liturgical rhythm of the Church of England</p>

Appendix 1

Organ Specification

The present Organ was built by Henry Willis & Sons in 1931, incorporating some pipework from an earlier instrument (1782) by Samuel Green. In 1983/84, the instrument was rebuilt by Bishop & Son of Ipswich, and several minor modifications were made, chiefly the rationalisation of the Pedal organ, in order to improve accessibility for tuning and maintenance. The instrument is now due a full restoration, and some stops are not currently playable.

Specification:-

Compass of manuals CC to c" – 61 notes

Compass of pedals CCC to F – 30 notes

			Pedal Organ	
1.	Double Open Bass	32'		Extension of Open Bass
2.	Open Bass	16'		Wood
3.	Open Diapason	16'		Metal
4.	Bourdon	16'		Wood
5.	Octave Bass	8'		From No. 2
6.	Flute	8'		From No. 3
7.	Super Octave	4'		From No. 5
8.	Octave Flute	4'		From No. 4
9.	Ophicleide	16'		Extension of No. 21
10.	Waldhorn	16'		From Swell

i Swell to Pedal

ii Great to Pedal

iii Choir to Pedal

iv Great & Pedal Combs. Coupled

			Great Organ	
11.	Gedakt	16'		Basses from No. 4.
12.	Open Diapason No. 1	8'		
13.	Open Diapason No. 2	8'		
14.	Stopped diapason	8'		
15.	Clarabella	8'		
16.	Principal	4'		
17.	Flute Couverte	4'		

18.	Twelfth	2 ² / ₃ '	
19.	Fifteenth	2'	
20.	Harmonics	III	17.19.22
21.	Tromba	8'	
22.	Clarion	4'	

v *Great Reeds on Choir*

vi *Swell to Great*

vii *Choir to Great*

viii *Swell octave to Great*

ix *Swell sub-octave to Great*

Swell Organ (Enclosed)

23.	Geigen Diapason	8'	
24.	Rhor Flute	8'	
25.	Aeoline	8'	
26.	Voix Celestes	8'	
27.	Octave Geigen	4'	
28.	Flute Douce	4'	
29.	Gemshorn	2'	
30.	Mixture	III	15,19,22
31.	Vox Humana	8'	
32.	Oboe	8'	
33.	Waldhorn	16'	
34.	Trumpet	8'	

x *Octave*

xi *Sub-octave*

xii *Unison off*

xiii *Tremulant*

Choir Organ (Enclosed)

35.	Lieblich Bourdon	16'	
36.	Open Diapason	8'	
37.	Violoncello	8'	
38.	Hohl Flute	8'	

39.	Dulciana	8'
40.	Flute Harmonique	4'
41.	Nazard	2 ² / ₃ '
42.	Piccolo	2'
43.	Tierce	1 ³ / ₅ '
44.	Clarinet	8'
45.	Cor Harmonique	8'

xiv Tremulant

46.	Tuba	8'	Unenclosed
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xv Octave

xvi Swell to Choir

Solid State Piston capture system:-

- Eight adjustable thumb pistons to choir organ
- Eight adjustable thumb pistons to great organ
- Eight adjustable thumb pistons to swell organ
- Eight adjustable toe pistons to pedal organ (RH side)
- Eight adjustable general pistons
- Eight toe pistons (LH side) selectable to each department

Reversible pistons:-

- Great to Pedal (thumb and toe)
- Swell to Great (thumb and toe)
- Swell to Choir (thumb)
- Choir to Great (thumb)
- Ophicleide (toe)

General Cancel

Setter piston

Balanced expression pedals to Swell and Choir boxes