

St Wulfram's Church, Grantham

**Assistant Master
of the Music**

**Application
Pack**



St Wulfram's Church, Grantham

Assistant Master of the Music

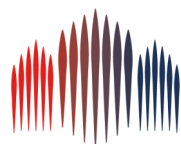
The Rector and PCC of St Wulfram's are looking to appoint a part-time (25 hours per week) Assistant Master of the Music for a period of two years from September 2022 or as soon as possible thereafter.

This new post has been made possible thanks to the generous support of Cathedral Music Trust and the Diocese of Lincoln Transformation Fund.

The salary is £17,304 per annum (based on approx., £26,000 FTE).

As part of an investment programme by the Diocese of Lincoln, funded in part by the Church of England, St Wulfram's has been designated an urban resource church. We have been challenged to grow over the next five years and to transform three strategically selected churches within the diocese, which in turn should grow.

After two years at St Wulfram's, there will be an opportunity for the Assistant Master of the Music to progress her or his career by applying to move with a planting curate to lead the music department in one of the St Wulfram's 'plant churches' in the Diocese of Lincoln.



CATHEDRAL
MUSIC TRUST



DIOCESE OF LINCOLN
faithful · confident · joyful

St Wulfram's Church: Who we are

St Wulfram's is a town centre, cathedral-like major parish church in the inclusive catholic tradition of the Church of England. St Wulfram's has challenged itself to grow in three dimensions (reflected in individual discipleship, attendance at services and mission). The principal aim of St Wulfram's is to 'Share God's love with everyone in the heart of Grantham'. St Wulfram's belongs to the Inclusive Church Network and endorses the network's statement of belief.

St Wulfram's Church marked the 1300th anniversary of the death of its patron Wulfram in 2020.

In 2020, St Wulfram's gained the top spot in a knock-out Twitter tournament run by the poet Jay Hulme to discover 'the finest non-cathedral Church of England church':

St Wulfram's beat 63 other churches (including St Mary Redcliffe Bristol, Halifax Minster, Beverley Minster and Tewksbury Abbey). Topping the Twitter poll was a response not simply to the awesome beauty of the church's built heritage, but a mark of St Wulfram's strong track-record of community engagement.

With our **sacred space, common ground** agenda, we have a strong record of hosting community activities and highly successful major events that attract thousands of visitors. Examples are: 'Land of Hops and Glory', our annual beer festival; the annual Christmas Tree festival; a Vintage Festival; Luke Jerram's *The Moon* and *Gaia* installations; and large-scale amateur stage productions and concerts.

In 2020, St Wulfram's took a lease from the National Trust on **Grantham House** and gardens (opposite the church), which we opened in May 2021 as a resource centre for our church and local community. The Wulfram Centre for Wholeness & Wellbeing runs a successful programme on the site with costs met by grants from local, regional, and national funders.

As part of a bold diocesan programme to resource the urban church, funded in part by the national church's Strategic Development Fund, St Wulfram's was designated in 2020 as one of three urban centre churches in the diocese to become **resource churches** (alongside St George's Stamford and St Swithin's Lincoln). The resource churches have been given a specific mandate to play a part in the revitalisation of the diocese's urban centres, strengthening churches across the diocese and facilitating the diocesan strategy for church planting. Over the next five years, each resource church aims: to grow its usual Sunday attendance; to grow disciples; to develop both lay and ordained leaders; and to resource existing churches with training and volunteers. St Wulfram's is challenged to revitalise three 'church plants' that will grow by at least 150 people and become self-sustaining within five years.



St Wulfram's Church Choir

St Wulfram's Church Choir is a major choral foundation with significant cathedral-level musical output. Our efforts in music are not simply for the primary purpose of leading the worship of God, but also a gateway into faith and knowledge of God; and the choir offers cultural enrichment, artistic and musical education, and provides a safe space for our choristers to grow as musicians and people. Our music outreach initiatives through numerous local schools connect with young people and families who would not otherwise engage with church.

Despite all the difficulties of the Covid-19 pandemic for church choirs, St Wulfram's has maintained an intensive programme of activities throughout the past two years, including the development of digital, virtual and hybrid methods during lockdown, as a result of which the choir is still thriving.

Over the past 14 years, our inspirational Organist and Master of the Music, **Dr Tim Williams, FRCO (DipChD)** has achieved notable success in the recruiting, retaining, and training of young members of the choir, drawing on relationships with local schools and other music contacts. Choristers are not auditioned, and all members share a remarkable commitment and professionalism in their approach to music.



St Wulfram's Church Choir

The standard of the children's sections of St Wulfram's Church Choir is one of the success stories of the church music programme.

Choir club for boys is on Tuesday afternoon after school and for girls on Wednesday afternoon. Choristers join from the age of 7 upwards. The children's choirs continue to be a very significant part of our outreach through schools. Choir clubs are held in the Wulfram Centre for Wholeness and Wellbeing at **Grantham House**. This is a beautiful space in which the choristers learn; and they play and have fun in the gardens before and during breaks in singing activities.



The **youth choir**, an SATB ensemble which meets on Monday afternoons, provides a continuing training programme (ages 13-18) and higher level of development for choristers as they graduate from the boys' and girls' choirs; the teenagers sing Choral Evensong in the Lady Chapel most Friday afternoons during term-time.



In recent years, the choristers have sung in a total of 23 cathedrals in England and Wales (including St Paul's Cathedral, York Minster, Gloucester Cathedral, Coventry Cathedral, and Westminster Abbey).

The choristers are looking forward to a week's residency at Ely Cathedral in August 2022.







The choir has performed and filmed alongside the *Gesualdo Six* and has recently been involved in filming on behalf of the *Multitude of Voyces* 'Inclusive Hymnal project'. The activities of the music department through the pandemic included the production of several pieces of digital output exploring early music via source material by virtual and hybrid means in collaboration with the music department of Newcastle University.



Organ teaching

St Wulfram's is a centre for the training of young organists – during the tenure of the current Master of the Music, two organ scholars have progressed to study at the Royal Academy of Music. There are currently 8 young scholars learning to play the organ under the tutelage of Rosemary Field, FRCO (former Head of Organ Studies, RSCM) and Dr Williams, supported by a range of charitable funds, including from the Dr Martin Clarke Young Organ Scholars' Trust.



The present organ, incorporating part of the Byfield organ of 1736, was built in 1906 in a fine oak case designed by Walter Tapper. The instrument was overhauled in 1950, completely rebuilt in 1972 and again in 1993/4 when a fourth manual was added.

Recitals (organ, choirs, soloists with accompaniment) are held in church on the third Saturday morning of the month. Entry is free and there is a retiring collection for St Wulfram's Church Music Fund.



Assistant Master of the Music

The post

The post of Assistant Master of the Music is a new part-time role (25 hours per week), initially for two years, supported by grants from Cathedral Music Trust and the Diocese of Lincoln Transformation Fund. The postholder will play the organ for choral services, support the choir rehearsal programme (so that it is no longer dependent on just one professional member of staff) and help to train choristers, choral scholars and our young organ scholars, and provide administrative support to the activities of the music department.

In addition, the postholder will deliver a new project: starting and running a weekly adult community choir, which will complement St Wulfram's 'Wholeness & Wellbeing' programme at Grantham House.

St Wulfram's Church is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All postholders and volunteers are expected to share this commitment, and to model best practice at all times.

An opportunity to lead the Music Department of a 'plant church'

As part of a bold diocesan investment programme to resource the urban church, funded in part by the national church's Strategic Development Fund, St Wulfram's has been designated an urban resource church. St Wulfram's has been challenged to grow by 150 over the next five years, and to plant or reinvigorate three churches within the diocese, which in turn should grow to 150 within five years. As well as growing the usual Sunday attendance, St Wulfram's will grow disciples and develop lay and ordained leaders. Key among the ordained leaders will be three catholic missionaries (planting curates), who will be prepared within St Wulfram's to transform strategically selected churches in the diocese (the location of which is under discussion) from 2024-25.

There will be an opportunity for the Assistant Master of the Music to progress his or her career after two years by applying to move with a planting curate to lead the music department in one of the St Wulfram's 'plant churches' within the Diocese of Lincoln.



Person Specification

Essential

Knowledge

- A high level of knowledge of church music, including sacred choral music, organ music and hymnody.
- An understanding of Anglican liturgical tradition and practice.
- An understanding of the church calendar relating to music and liturgy.
- Excellent practical and theoretical knowledge of choir direction and administration.
- Empathy with the Christian faith, and able to work effectively within a Church of England context in support of its mission and ministry.
- An understanding of safeguarding principles and good practice.

Skills

- Educated to degree level or higher.
- Ability to play the organ at least to ARCO (Associate of the Royal College of Organists) standard (or equivalent level diploma).
- A high level of ability in piano playing, including the ability to accompany rehearsals.
- Ability to respond accurately and sensitively to musical direction in choral accompaniment (on the piano and the organ).
- Vocal ability, including the ability to teach singers in a rehearsal and training context. This will include the knowledge and experience to work sensitively and safely with children's voices, and with the changing and developing voices of teenage singers.
- Excellent IT skills, including ability with music software (e.g., Sibelius).
- Collaborative working in a team context. The postholder will be committed to the broader goals of the church music department, and of St Wulfram's Church more widely.
- The ability to work alone with self-motivation and efficiency.
- Flexibility and adaptability to respond to the changing demands of church music through the year and different liturgical seasons.
- Excellent organisational and time management skills, with high attention to detail.
- The ability to communicate effectively with people of all ages and abilities. This may include other musicians (amateur and professional), young and old, congregants, church officials, staff team, and members of the community.
- The ability to respond positively, creatively, and appropriately to new opportunities.

Person Specification

Essential (continued)

Experience

- Substantial experience of liturgical organ playing (including hymn playing, voluntaries and improvisation) and choral accompaniment in a cathedral, collegiate or major church foundation.
- Experience of training and directing children, teenage and adult singers in a cathedral, collegiate or major church foundation.
- Previous experience and effectiveness as a rehearsal accompanist on both the piano and the organ.
- Knowledge and experience of developments in the choral tradition and current trends in church and cathedral music.
- Previous experience of administrative duties within a church music department or equivalent foundation.
- Proven commitment to equal opportunities and inclusivity at all levels.
- Proven commitment to the protection and safeguarding of children, young people and vulnerable adults.

Desirable

- Undergraduate degree in music or postgraduate study in music.
- Fellowship of the Royal College of Organists, or equivalent diploma-level organ qualification.
- A diploma in choral direction and/or singing.
- Experience of setting up and developing an adult choir from scratch.
- Experience of working with volunteers.

Job Description

Principal duties

- To support the Master of the Music in running Choir Clubs and in the choir rehearsal programme, taking the lead on occasions when he is absent. This may include working with small groups of choristers (e.g., new choristers) in parallel to the main rehearsal, and accompanying rehearsal when requested by the Master of the Music.
- To play the organ to accompany the Parish Eucharist (every Sunday, 9.30 a.m.), monthly Choral Eucharist (Sunday, 11 a.m.), Choral Evensong (6.30 p.m. on three Sundays a month during school term-time, and 5.15 p.m. on Fridays in term-time), including pre-service rehearsals.
- To be available to play for additional special services, and (as requested) weddings and funerals.
- To share in the training of choristers and choral scholars.
- To assist in the education of the organ scholars – this will include helping the organ scholars to gain liturgical experience as they develop in ability.
- To work with the clergy and Master of the Music to develop activities for people to engage with St Wulfram's Church through the experience of music.
- To work alongside the music administrative team of volunteers, chaperoning team and choir families to make the most of opportunities open to choristers.
- To work with the clergy, Master of the Music and chaperoning team to support the choristers, youth choir and adult singers with pastoral care.
- To provide administrative support to the Master of the Music, assisting with choir communication (for example with chorister parents) and publicity.
- To assist in the planning and organisation of off-site choir activities and residencies, following the PCC's policies and all safeguarding procedures, and to attend such activities/residencies as requested by the Master of the Music.
- To form and run an adult community choir (based at Grantham House), to enable participants to find joy in music-making, enhance wellbeing and build new friendships.
- To work in collaboration with the Operations & Development Manager to increase the use of the church as a venue for concerts etc, as opportunities arise. This will include planning the Saturday recital programme: booking and hosting recitalists, welcoming audience members, and taking the opportunity to raise the profile of the music department and the Music Fund at the recitals.

Job Description

General duties

- Comply with all standards, policies and procedures set out by St Wulfram's including (but not limited to) those governing child protection, the protection of vulnerable adults, health and safety, GDPR, confidentiality, equal opportunities, and creation care.
- Engage in safeguarding and other training, and continuous professional development.
- Attend meetings, as required, and follow-up on assigned actions.
- Help to promote the church's activities on social media to raise further the visibility of St Wulfram's Church.
- Participate in performance management and appraisal.

Working pattern

The postholder's regular hours will be set as follows, allowing time for professional development and to offer the opportunity e.g. to build a teaching / directing portfolio beyond St Wulfram's Church, if desired. Monday will be the postholder's day off. (The youth choir rehearses after school on the Assistant's day off and the rehearsal is normally led by the Master of the Music.) Regular commitments will be:

Tuesday: 2.30pm to 6pm - Support Master of the Music, including with the choir club (boys) (during school term).

Wednesday: 2.30pm to 6pm - Support Master of the Music with the choir club (girls) (during school term). In school holidays where there is still a liturgical expectation (e.g., before Holy Week), choir club continues on Wednesdays, with the boy and girl choristers attending together. If not on annual leave, the postholder would attend.

Thursday (Master of the Music's day off): 3.30pm to 9pm – deliver chorister training in groups between 4 and 6pm (during school term); prepare for and direct the new community choir (rehearsing from 7.30pm).

Friday: 2.30pm to 9.30pm - Support Master of the Music as requested during the evening's programme of activities. This may include directing or accompanying any of the events - Youth Choir rehearsal (from 4pm) and choral evensong (5.15pm), boys' and girls' combined rehearsal (6pm), adult choir rehearsal (7.45pm).

Third Saturday in the month (11.30am): host recitals, attending from 10.30am till 12.45pm

Sunday: Support Master of the Music with Sunday services.

The Master of the Music will allow provision within the postholder's regular hours to practise liturgical accompaniments for forthcoming services. The remainder of the postholder's hours will be available for administration and for their own preparation/practice (e.g., on days when assistance is not required in the choir club). At the beginning of the week, the music department will hold a short meeting to review the past week's events and to plan the best use of time.

The postholder will have the opportunity to play the organ for weddings and funerals at an additional fee (currently £125 for a wedding and £100 for a funeral). The music department will plan ahead, aiming for a 50-50 split of these occasional offices between the Master of the Music and Assistant Master of the Music, depending on the availability of both organists.

The postholder will join a growing team at St Wulfram's, which will comprise:

Fr Stuart Craddock, Rector and Rural Dean of Grantham, and Vicar of St John the Evangelist Manthorpe
Email: stuart.craddock@stwulframs.com; Telephone 01476 569582.

Fr Clay Roundtree, Associate Rector, St Wulfram's

Mthr Hannah Grivell, Assistant Curate, St Wulfram's)

Mthr Kate Hough, Assistant Curate, St Wulfram's) from 26 June 2022

Fr Yuce Kabakci, Assistant Curate, St Wulfram's)

Mthr Geraldine Pond, Chaplain

Mthr June Rowland, Community Chaplain

Mrs Katy Castañeda, Reader

Mr Nick Kerry, Reader

Mrs Mel Brown, Operations & Development Manager

Mrs Elaine Chambers, Parish Administrator

Dr Judith Muskett, Mission Facilitator (SDF funded) and PCC Secretary

Mr Clayton Stiff, Children, Youth & Families Worker

Dr Tim Williams, Master of the Music

Mrs Jan Burrows, Churchwarden

Mr Michael Knight, Churchwarden

Mr Stephen Howe, PCC Treasurer

Summary of Terms and Conditions

Employer	The PCC of St Wulfram's Church, Grantham.
Line Manager	The Master of the Music.
Pre-appointment checks	All appointments are subject to acceptable pre-appointment checks, including a satisfactory Enhanced DBS Check, in line with the Church of England's Safer Recruitment and People Management policy (2022).
Duration	Fixed term, 24 months.
Start date	1st September 2022 or as soon as possible thereafter.
Working hours	The post is part-time, year-round, 25 hours per week.
Probationary period	The appointment is subject to a three-month probationary period, during which the notice period is one month and after which the notice period is three months.
Location	St Wulfram's Church, Grantham. Shared office at Grantham House, Castlegate, Grantham, NG31 6SS.
Salary	£17,304 per annum (based on approx. £26,000 FTE).
Pension	All eligible employees will be automatically enrolled in the church's Pension and Life Cover schemes.
Holidays	The pro rata allocation is 22 days (including bank and public holidays). (Based on FTE 33 days, including bank and public holidays).

How to apply

Please apply via the Church of England's Pathways website (<https://pathways.churchofengland.org/>) by **12 noon on Friday 17th June 2022**.

Interviews will be held on **Friday 1st July 2022**.

Shortlisted candidates will be notified on Wednesday 22nd June.

In addition to a formal interview, candidates will be asked to take a short rehearsal from the piano with a number of boy and girl choristers (mixed). They will also be asked to play the organ and improvise on a hymn, to perform a voluntary of their choice, and to accompany a short rehearsal of the youth and adult choirs (combined), directed by the Master of the Music.

For more information about this post, or an informal discussion, please contact:

Dr Tim Williams, Master of the Music

Email tim.williams@stwulframs.com

Telephone 07764 536483



The Parish Church of
St. Wulfram, Grantham

c/o The Rectory, Church Street, Grantham, Lincolnshire NG31 6RR

Telephone: 01476 561342

Email: admin@stwulframs.com

www.stwulframs.org





St Wulfram's
CHURCH CHOIR
GRANTHAM