

All Saints Oakham Director of Music

The Incumbent and PCC of All Saints Oakham seek a

Director of Music for All Saints Oakham

Our vision is 'To know Christ and make Him known.'

**All Saints is the parish church for the county town of Oakham
and the civic church of the county of Rutland.**

The key components of this post are:

- Oversight and provision of music for services and occasional offices at All Saints Oakham.
- Principal organist of All Saints Oakham and leader of a team of deputy organists
- Director of All Saints Oakham Choir
- Director of Laudamus (the combined choir of the Oakham Team Ministry)
- Chair of All Saints Oakham Concert Committee



The Incumbent and Parochial Church Council are seeking an accomplished and experienced musician with expertise as an organist and conductor. The successful candidate will be confident delivering a wide range of church music, understand the role of music within the ministry and outreach of the church, will recognise their talent is part of their God-given vocation, and will be able to grasp the complexities of serving within a large team. Salary: £11,000. Annual fees: approx. £5,000.

All Saints Oakham is a landmark church in the county of Rutland. It attracts many visitors who visit the beautiful Rutland countryside and nearby Rutland Water. It is a significant church within the Diocese of Peterborough with a long tradition of vocations to lay and ordained ministry and a training parish for curates. With its fine acoustics and large seating capacity it is a sought-after venue for concerts, and charity and community events. The organ, which occupies the arch of the Trinity Chapel, was built by Kenneth Tickell & Co. of Northampton in 1995. It has 2 manuals and 20 speaking stops. Together with the organ at Douai Abbey it was one of the instruments which cemented the builder's reputation as one of the country's foremost craftsmen. Despite its modest size it has proved to be very versatile and is frequently used for recitals. The organ is well maintained by Simon Brown, a former employee of the builder. More information about the organ and a full specification can be found at www.oakhamteam.uk/music/organs/all-saints-oakham-organ/

Our vision for music at All Saints Oakham

“It is the voice of the church that is heard in singing together. It is not you that sings, it is the Church that is singing and you, as a member of the Church, may share in its song.”

Dietrich Bonhoeffer

“Liturgical music must be like John the Baptist: always pointing to Christ, never calling attention to itself.” *Brother Roger of Taizé*

“May the God who gives endurance and encouragement give you the same attitude of mind toward each other that Christ Jesus had, so that with one mind and one voice you may glorify the God and Father of our Lord Jesus Christ.” *St. Paul Romans 15:5-6*

We seek a Director of Music who can:

- inspire the mission and ministry of the church through music
- raise the standards of the existing choirs and bring a new sense of direction
- create a welcoming atmosphere which encourages people of all ages to join in choral singing
- work with the ministry team to offer services which are both accessible and inspirational
- look beyond the church building to see opportunities for sharing faith through music
- encourage our congregations to sing well
- draw on the rich heritage of Anglican liturgical music and help us explore contemporary worship
- adapt to small scale services and large civic and diocesan events

The responsibilities of the Director of Music

The Director of Music is a part of the leadership team of All Saints Oakham. You will need to be comfortable working in partnership with others to ensure the planning and delivery of the church's worship and music programme. Regular communication via phone and email, and online and in-person meetings with clergy, churchwardens, administrators and choir members is to be expected. The post includes oversight of the Laudamus Choir, which draws together singers from the parish churches within the Oakham Team. You will have a co-opted place on Oakham PCC should you wish to attend meetings.

- 1) Oversight and provision of music for services and occasional offices at All Saints Oakham.

The Director of Music works in partnership with the clergy, leading the choir of All Saints in the planning and delivery of Sunday and mid-week worship; convenes and chairs the planning meetings at which hymns, anthems and other music are discussed and agreed for the quarter; convenes and chairs the quarterly worship and music committee which takes a broader view of the development of liturgy and worship within the church.

- 2) Principal organist of All Saints Oakham and leader of a team of deputy organists.

Organ playing duties are outlined in Annex A. Organists at All Saints Oakham usually play to ARCO standard. We have a group of five well-qualified organists who are willing to cover holiday and sick leave, and any weddings, funerals, Sunday or midweek services the Director of Music chooses to delegate (any fees pertaining to delegated services are paid to the officiating organist). They are also happy to accompany services when a conductor is needed. The deputy organists generally cover services in the other parishes of the Oakham Team. We expect the Director of Music to foster good relationships with the team of organists, to ensure the organ is regularly maintained, and encourage the use of the organ for practice purposes and tuition. The organ is freely available to the Director of Music for private practice and tuition purposes.

- 3) Director of All Saints Oakham Choir.

With assistance from All Saints Choir Committee the Director of Music organises and leads rehearsals and plans the repertoire for services at All Saints. There is a choir vestry in All Saints Church, which contains an extensive collection of music and a digital piano for practice purposes. Oakham PCC allocates £2000 per year to assist with the promotion of music in the church and community, and makes occasional additional payments as required. Fund raising events and grant applications have in the past proved a useful income stream. The choir robe and process where appropriate. For most services, hymn words and the top line of music are printed in the 'Worship for the Week' booklet which is prepared for each Sunday and distributed to the congregation.

4) Director of the Laudamus Choir (the combined choir of the Oakham Team Ministry)

With assistance from the Laudamus Choir Committee the Director of Music oversees the Laudamus Choir. The choirs at Langham, Whissendine and Market Overton are rehearsed and led by volunteers, although the input of the Director of Music is welcomed. Bi-monthly planning meetings bring together representatives of the four church choirs within the team. Laudamus comes together to sing on fifth Sundays and for monthly Evensong at Oakham, major church festivals, special occasions (confirmations, patronal festivals and licensing services) and weddings and funerals on request. Laudamus supports the smaller parishes churches which have no regular choir. Many choir members have participated in the RSCM Voice for Life programme.

5) Chair of the All Saints Oakham Concert Committee.

The All Saints Oakham Concert Committee oversees an annual programme of concerts and recitals. This includes one-off special events, Bank Holiday recitals, occasional series of concerts, and Wednesday lunchtime use of the church by Oakham School during term time. The Concert Committee manages its own finance and publicity. Your help broadening the appeal and reach of these events would be appreciated.

6) Development of the sound system and online worship.

In 2020 the PCC commissioned a new sound system from About Sound costing over £40,000. This includes a video screen for the organist and camera controlled from the organ console. We also have the facility to broadcast directly to Facebook and record services. The system has the capacity for expansion, such as the addition of a sound mixing desk. Our new Director of Music will need to be comfortable using this technology and help us develop our presentation of music online.

www.oakhamteam.org.uk www.facebook.com/oakhamteam

Resources

In addition to the Tickell organ we have use of a moveable Yamaha C7 grand piano (owned by Oakham School).

Use of photocopier in church office and administrative support.

Wifi internet connection throughout the church.

Choir vestry with storage and digital piano.

Adjacent Church Hall.

CCL license.

Key working relationships

The vicar, clergy/lay ministry team and deputy organists.

Team Administrator (diary planning and occasional offices), Parish Support Officer (publicity, online presence, and database management), Finance Assistant (expenses and payroll).

All Saints Oakham Choir Committee,

Laudamus Choir Committee.

All Saints Oakham Concert Committee.

Oakham School Director of Music www.oakham.rutland.sch.uk

Some five-year aspirations for music at All Saints Oakham

Growing and enabling the existing choir.

Developing a programme for young singers.

Creating opportunities for entry level and higher ability singers to thrive.

Enabling the congregation to participate and sing well in services.

Relaunching our monthly all-age service (with instrumental group) and developing an informal evening service.

Wider use of orchestral music in worship.

Encouraging visiting choirs.

Training and deploying other musicians as part of a growing team and developing roles for volunteers.

Local links and partnerships to be developed

Primary and secondary schools in Rutland.

Rutland Sinfonia.

Rutland Choral Society.

Rutland Music Hub.

Peterborough Cathedral and Leicester Cathedral.

Launde Abbey.

Rutland Deanery.

Arts for Rutland.

Peterborough and District Organists Association.



Person specification

We expect the successful candidate will be able to demonstrate ability and experience in most, if not all, of the following areas.

- Proven ability as a church organist with experience of the Anglican tradition
- Confidence in choosing appropriate music for a range of church services and a range of abilities
- Maturity and professionalism in relating well to others
- Commitment to working as part of a team
- Flexibility when working with amateur and professional musicians
- Discipline in forward planning and communication and able to set and meet deadlines
- Experience coaching and accompanying singers
- A desire to inspire children and young people to sing
- Understanding of the purpose and integrity of different liturgical styles
- Sensitivity when working with those planning weddings and funerals
- A desire to be part of the church family and share in its journey
- Able to design good publicity, and write well for articles, programmes and reports
- An enabler of others as they grow into areas of responsibility and leadership

We look forward to hearing from you.

Annex A

Weekly services usually led by the Director of Music

Day	Time	Type of Service
Sunday	10.30am	Holy Communion 1 st , 2 nd , 3 rd , 5 th Sundays or Morning Worship 4 th Sundays
Sunday	6.00pm	Evensong 1 st and 3 rd Sundays or Evening Worship 2 nd , 4 th , 5 th Sundays

Choral seasonal services usually led by the Director of Music

Day	Time	Type of Service
Midweek	7.00pm	Nine Lessons and Carols
Christmas Eve	11.30pm	Holy Communion
Christmas Day	10.30am	Holy Communion
Ash Wednesday	12noon	Holy Communion
	7.00pm	Holy Communion
Holy Week (Mon-Wed)	7.00pm	Holy Week Compline
Maundy Thursday	7.00pm	Holy Communion
Good Friday	11am	Outdoor service (approx. every four years)
	12noon	Devotional service
Easter Day	6.00am	Dawn Holy Communion
Ascension Day	7.00pm	Holy Communion
Remembrance Sunday	2.30pm	Civic Remembrance

Other occasional services usually led by the Director of Music

Day	Time	Type of Service
Sunday	4pm	Christingle
Midweek	afternoon	Oakham C of E Primary School Easter
		Oakham C of E Primary School Harvest
		Oakham C of E Primary School Christmas
Midweek	7.00pm	Confirmation
Midweek	7.00pm	Licensing
Midweek	7.00pm	Deanery

The pattern of services is reviewed annually. Occasional services may be delegated by the Director of Music to a deputy organist using the Sunday fee scale.

Terms and Conditions

Safeguarding and policies

This appointment is conditional on a clear enhanced DBS check and completion of the Safeguarding training appropriate to the post. You will be fully acquainted with and conform to All Saints Oakham's Safeguarding Policy and Procedures, and Health and Safety policies.

Review of working agreement

The above job description and these Terms and Conditions form the basis of the Working Agreement which will be reviewed in February each year with the Vicar.

Remuneration (for 2021, to be reviewed February 2022)

A salary of £11,000 (paid monthly) covers the services outlined in **Annex A**, rehearsals, attendance at work-related meetings and travel expenses.

Additional services are remunerated as follows:

Weddings and funerals £124 Weddings and funerals with choir £163

Sunday service £40 Sunday service with choir £50

These fees include:

The operation of the sound system if requested

The recording (audio or visual) of services and livestreaming of services on Facebook.

Fees for additional services/concerts requested by All Saints Oakham or a third party will be agreed on a case-by-case basis, usually in line with a Sunday or wedding fee.

Holiday

Oakham PCC encourages all employees to take six weeks holiday per year. Oakham PCC will pay for a deputy organist for up to six Sundays per year (from date of employment).

National Insurance contributions and pension

As your employer Oakham PCC will make the statutory NI contributions related to the salary. A member of the finance team will discuss options for pension contributions.

Method of payment

Monthly payment of salary by cheque or directly into your account. Other service fees (including weddings and funerals) due from All Saints Oakham will be paid monthly on presentation of an invoice. Expenses relating to salaried work may be claimed monthly.

Sickness

Where practicable the Director of Music should contact a deputy organist to arrange cover, and (for Sunday cover) reimburse the deputy organist directly according to the scale of fees above.

Termination

During the initial twelve months one month's notice by either side; thereafter three months' notice either side shall be given.

Applying for this position

Please send the following documents and information to:

Revd Stephen Griffiths

The Vicarage, Vicarage Road, Oakham, LE15 6EG

or preferably as email attachments to:

stephen@oakhamteam.org.uk

- A letter of application introducing yourself and explaining how you match this job description
- A curriculum vitae
- Contact details (address, email and phone number) of three referees:
 - 1) Your present or most recent employer* or senior educator,
 - 2) Someone who has worked with you as a fellow musician,
 - 3) A minister (priest, chaplain or pastor) who knows of your work in a church context.

*Please state if you wish us to take up your employer's reference *after* an offer has been made.

Applications by midnight on Sunday 6th June 2021

For an informal conversation please contact

Revd Stephen Griffiths (Vicar) stephen@oakhamteam.org.uk 01572 869483

Mr Peter Davis (Oakham School Director of Music and church member)

pd@oakham.rutland.sch.uk 01572 758526

Ms Ann Blackett (Churchwarden and choir member) office@oakhamteam.org.uk

All applicants will be contacted by 5pm Tuesday 8th June 2021

Interviews will be in Oakham on Tuesday 22nd June 2021

We are hoping the successful applicant will be able to start in September 2021 or earlier if practicable.

An offer has been made of two rooms (rent free), suitable for a single person, in a shared house. Please email the Vicar for more information if that is of interest.

