

St Lawrence the Martyr, Abbots Langley

Director of Music Role Description

Introduction

St Lawrence is a vibrant parish church with a fine musical tradition. We have two choirs: the Church Choir which leads and provides an anthem for the Sunday 9.30am Parish Eucharist (Common Worship, currently set to Thorne's Mass of St Thomas) as well as other special services during the church year, and a Youth Choir which provides an alternative style of musical worship at the more informal 'Second Sunday' services (also 9.30am). The Church Choir also sings, when requested, at weddings (23 weddings in 2016; 12 booked for 2017). St Lawrence is a very popular venue for concerts and recitals. Both the congregation and the wider community enjoy and value music highly.

St Lawrence boasts a fine two manual and pedal pipe organ built by Nicholsons in 1971. The electrics, transmission and memory system have all been recently restored. It has 19 speaking stops. There is also a good-quality modern upright piano. We are keen to see additional instruments feature in our worship, and would welcome leadership from our Director of Music in this regard.

We are fortunate in having two skilled organists in our congregation, among them the previous post-holder, who are able and willing to deputise on occasion. We also enjoy close links with the nearby St Albans Cathedral, and the Assistant Master of Music there is willing to deputise for many mid-week services.

We are looking to appoint a new Director of Music, with a primary focus on choir direction, from September 2017.

The ideal candidate will be a musician with interests in and experience of traditional and contemporary choral and instrumental music in a liturgical setting. Active membership of the Church of England or another Christian Church is desirable, and candidates must be sympathetic to the ethos of worship in church. The successful candidate will be sensitive to the musical demands of the liturgical seasons, a team-player with good interpersonal skills, and willing to be involved in and develop a variety of musical styles to a high standard.

It will be expected that candidates for the post will have the necessary musical experience and qualifications. Capability in choir training and direction is essential, and a high level of ability in organ playing (both service playing and solo repertoire) strongly desirable.

Please apply to the Vicar, the Revd Dr Peter Waddell, by **June 9th, 2017** with a full CV. Shortlisted candidates will be invited to audition and to meet the Vicar, churchwardens and members of the choir.

For an informal conversation, please contact the Vicar: Revd. Dr Peter Waddell, Hilbernel, 26 Greenways, Abbots Langley WD5 0EU. Email: vicar@abbotslangley.org.uk.
Tel: 01923 263013.

The role of the Director of Music

The Director of Music will co-ordinate the musical life of St Lawrence Church. The prime responsibilities are:

General

- to direct the choir and, if sufficiently qualified, to play the organ at the weekly Parish Eucharist and other festival services or Holy Days (e.g. Nine Lessons and Carols, Ash Wednesday, Advent, Christmas and Epiphany Carol Services, All Souls Service, ecumenical Songs of Praise evenings);
- to enable enthusiasm and excellence in our musical life;
- to encourage wider participation in the musical life of the church;
- maintain the excellence of traditional worship, to encourage and facilitate musical provision for alternative styles of worship (e.g. Taize services). The parish will support attendance at any training thought helpful to this end;
- to sit on the PCC's Worship Committee (4 x evening meetings pa);
- to assist the clergy in selecting of appropriate music including hymns, anthems, psalms etc, and ensure that the choir and other musicians are capable of achieving accomplished renditions;
- to liaise with the leader of the Youth Choir and to support them as necessary;
- to have responsibility for the care of the musical instruments and to ensure proper respect for them by visiting musicians;
- to ensure the health and safety of all musicians whilst involved in church activities, and to ensure compliance with the Church's safeguarding policy.

The Church Choir

- to direct/accompany the choir at all church services/events except where provision has been made for a deputy;
- to rehearse the choir (usually on a weekly basis) to ensure there is a varied, challenging and relevant repertoire for use in services and special occasions;
- to ensure sufficient number of singers in all voice parts and, where appropriate, to advertise for, audition and recruit new members;
- to maintain recruitment into the choir at a healthy level, proactively encouraging new members;
- to ensure that sufficient choir resources are available for services/special events;
- to ensure that there is a deputy organist when needed;
- to advise on music for weddings, funerals etc. and to ensure sufficient resources;
- to ensure that the music library is well-resourced, tidy and referenced.

The Youth Choir

Primary responsibility for the Youth Choir lies with the Youth Choir Leader. However, the Director of Music will be expected to offer every assistance to the person in that role. Such assistance may include:

- musical accompaniment (either piano or organ) during the Second Sunday Service;
- helping to ensure the children's continuing musical development;
- encouraging, where appropriate, members of the Youth Choir to become members of the Church Choir.

Key relationships

The Director of Music will be directly responsible to the Incumbent for all musical activities at St Lawrence. He or she will also:

- liaise with the Chair of Property Committee, where appropriate, in matters relating to the tuning and maintenance of the organ and piano, and any building matters which may affect the instruments;
- liaise with the Chair of Finance and Fundraising and with the Treasurer regards funding of salary, fees for deputies, purchase of music, care of instruments etc;
- liaise with the Youth Choir Leader to provide all necessary support;
- liaise with the Parish Safeguarding Officer to ensure the wellbeing of any children and vulnerable adults in the life of the church;
- liaise with the Parish Administrator to ensure the recording of copyright details where music has been legitimately reproduced through photocopying, that St Lawrence is licensed under CCL, and that appropriate payments are made;
- liaise with the Incumbent and Finance & Fundraising Committee for the organisation of the Spring Concert Series (a series of recitals on Saturday mornings throughout May).

Remuneration

An honorarium will be paid based on RSCM scales, based on the skills and experience of the candidate.

Organists receive a fee of £80 per funeral in church, and £196.00 per wedding (the latter figure automatically incorporating the recommended additional charge for filming, as this has become almost universal).

Safeguarding

This post is subject to a DBS check, and the Parish will follow the 'Safe Recruitment' policy in making the appointment.