



**Diocese of  
Nottingham**

# CHORAL DIRECTOR

*Application Pack*





# INTRODUCTION

**Gregory Treloar**  
Director of Music

Thank you for your interest in the role of Choral Director within the Diocese of Nottingham. Like many places we are at an exciting phase of re-building and transition which has allowed us to reset and explore new ways of engaging the faithful within our diocese, especially young people, with the Church through music.

Thanks to the generosity of the Hamish Ogston Foundation and the support for the National Schools' Singing Programme, we have been able to begin the roll-out of a wide ranging music provision to schools of the diocese with a faith based-focus. Since September, we have provided this to 7 schools in the diocese which has already seen great rewards in take up of children's choirs and links with the Cathedral through music. We are now looking to go further.

The strength of this programme is that it allows children from across the diocese to gain access to high-quality sacred music and to deepen links with their faith and parishes regardless of background. Whilst we are starting in the Nottingham area, we hope that, eventually, all children throughout the diocese will be able to develop musical skills both within the classroom and beyond; particularly those in disadvantaged areas.

We are now in a position to begin expanding this programme and are looking for an innovative and dynamic musician able to help develop this programme and bring high-quality music making to more children in the diocese.

I hope this application pack will provide you with information and background to the diocese and the work that you will be undertaking with us. If you have any questions or would like to discuss things further, please do not hesitate to get in touch.

All good wishes,

**Gregory Treloar**

[gregory.treloar@dioceseofnottingham.uk](mailto:gregory.treloar@dioceseofnottingham.uk)

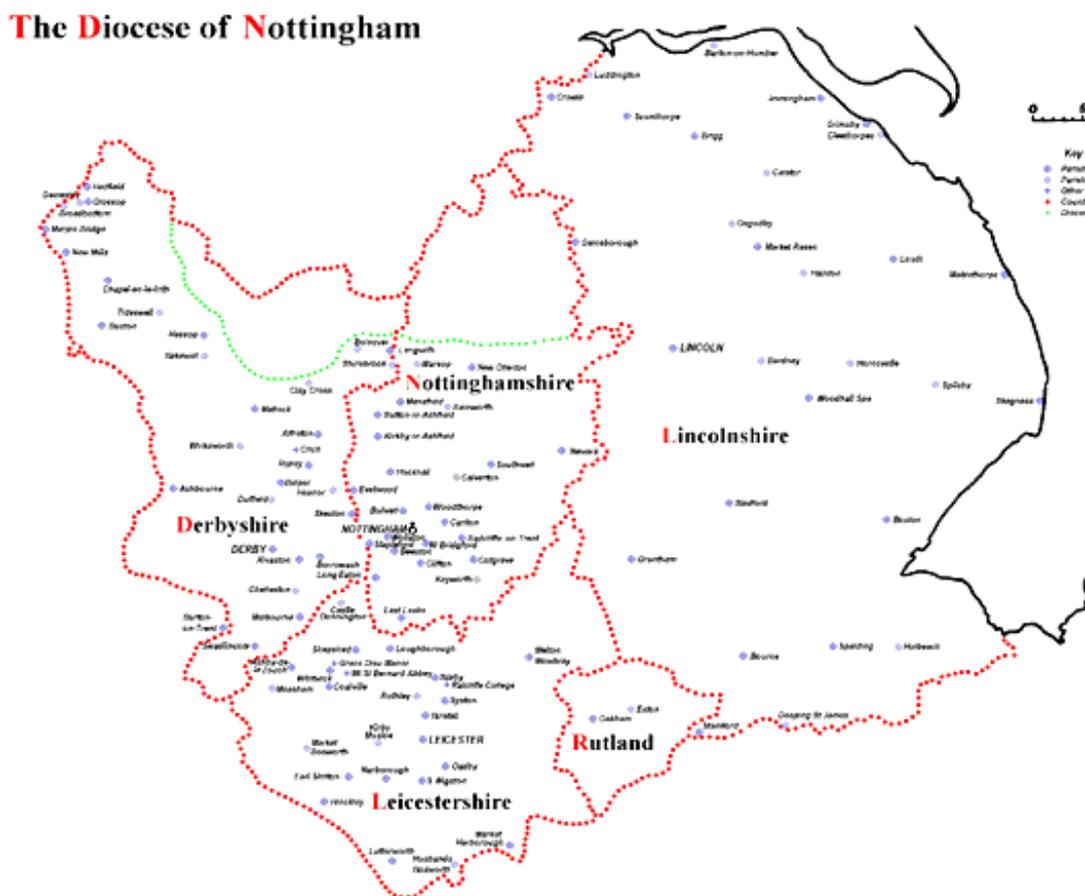




# THE DIOCESE OF NOTTINGHAM

The Diocese of Nottingham, is the largest in the country covering a geographical area of over 13,000 square miles. It takes in Nottingham, Derby, Leicester, Loughborough, Lincoln all the way over to Scunthorpe and Grimsby. Consequently, the people of the diocese come from all backgrounds imaginable, giving the diocese a rich and varied life. Under the leadership of our current bishop, Bishop Patrick McKinney, the priests, deacons and lay people of the diocese seek to live as missionary disciples to bring society into a place of encounter and relationship with Jesus Christ.

Within the diocese, there are 86 schools educating just under 30,000 children. In 2018, our schools were grouped into 4 Multi-Academy Trusts each with their own region. The Our Lady of Lourdes Trust is centred around Nottinghamshire and is the current base of the Schools' Singing Programme here in Nottingham. It is from here that we hope to grow.



The Cathedral Church of St Barnabas in Nottingham is the mother church at the heart of the diocese and is the seat of our bishop. It is a building and place rich in beauty and culture, built by Pugin between 1841 and 1844. It forms an integral part of civic life whilst also functioning as a parish catering for the diverse population of Nottingham. Open daily, it seeks to be a space and safe haven where all people can come in order to find peace and spend time in prayer.



# NOTTINGHAM CATHEDRAL MUSIC

Since its foundation, the Cathedral has enjoyed a long history of music-making to support the liturgy of both the Cathedral parish and diocese. In recent years, it has gone from strength to strength thanks to the support of the Cathedral Dean and Bishop Patrick.

The Music department currently consists of the Director of Music and 3 organists who lead the Cathedral Choir and children's choirs.

The Cathedral Choir is made up of experienced volunteers, Choral Scholars studying in the local universities, and Junior Scholars trained through our Youth Choir. It boasts an ambitious programme of music and undertakes concerts of large scale works as well as recordings and tours. Plainsong remains at the core of our liturgy, complemented by a wide ranging choral repertoire, from Hildegard of Bingen and music by the great Renaissance masters (Palestrina, Lassus, Byrd, etc.) through to Haydn, Mozart, and Schubert, and French music by Duruflé, Fauré and Widor, through to Vaughan Williams, Finzi, Britten and contemporary music by Becky McGlade, Cecilia McDowall, Howard Skempton and Amy Summers.

In addition to performing music to enhance the liturgy, the Cathedral Choir maintains a lively concert schedule throughout the year. Recent highlights have included J.S. Bach's St John Passion and Mass in B Minor, Spem in Alium, the 40-part motet by Tallis, Handel's Dixit Dominus, and Monteverdi's Vespers. The choir has recorded numerous CDs and has toured overseas.

The Boys' Choir and Girls' Choir (formed at the beginning of the Schools' Singing Programme in Nottingham) have been growing in strength and confidence since September forming a solid foundation for further growth and expansion. These choirs are an integral part of the singing programme giving those children that would like it, further musical and liturgical formation in the hope that they may become, one day, the singer and leader in church music for the future.





# JOB PROFILE

## **CHORAL DIRECTOR FOR THE DIOCESE OF NOTTINGHAM SCHOOLS' SINGING PROGRAMME**

The Choral Director will be a key member of the Diocesan Music Department team and Cathedral staff, responsible for delivering the Schools' Singing Programme across a wide range of schools' signed up to Singing Programme in Diocese of Nottingham (predominantly the Our Lady of Lourdes Catholic Multi-Academy Trust). As part of their role they will also undertake the direction of choral projects in the local area, whilst forming an integral part of the provision of music at the Cathedral. These responsibilities include but are not limited to:

### **The Diocesan Schools' Singing Programme, and Cathedral**

- Delivering the Schools' Singing Programme (SSP) in the local diocesan schools.
- Running, directing and training the Cathedral Boys' or Girls' Choir with the potential to run other choral projects within the diocese.
- Assisting in the organisation and running of the Singing Programme performance events including the Schools' Singing Programme Carol Services in December.
- Taking an active role in fundraising for the Cathedral Music Foundation and the Schools' Singing Programme.
- Recruiting new members to the Cathedral children's choirs through the Schools' Singing Programme.
- Planning and preparing the music at diocesan and Cathedral parish liturgies involving the various choirs.
- Assisting the Director of Music with responsibilities including compiling weekly Mass booklets, website content and department communications.
- Working with the Director of Music to ensure a unified musical offering to the Cathedral and Schools' Singing Programme.

### **Person Specification**

- An experienced trainer of young voices, with the ability to motivate and inspire young singers.
- Experience of working with young people in an inclusive atmosphere.
- Ambition and energy to develop high standards of music making.
- Confident keyboard skills.
- Excellent interpersonal skills and confidence in communicating with people of all ages, children and their parents.
- Educated to degree level or equivalent in any subject (but should have music qualifications).
- Understanding of best practice in safeguarding children.
- Ability to prioritise and manage time efficiently and to work flexibly.
- Excellent and reliable administrative skills.
- A team player also with the ability to take initiative and think strategically.
- Preferably some knowledge of Catholic liturgical music and Gregorian chant.
- Sensitive to the Christian ethos and worship of the Catholic Church. Applications are also welcome from non-Catholics.



# JOB PROFILE

## The Music Department

The **Director of Music** was appointed in November 2020 and has responsibility for the Cathedral Choir, Boys' Choir, and Girls' Choir, whilst also managing and directing the Schools Singing Programme.

The **Choral Director** (new post) is to work closely with the Regional Choirs and Youth Choirs and take on some responsibility for the provision of the Schools' Singing Programme.

The **Cathedral Organist** was appointed in November 2020 and is our primary organist for major services as well as accompanist for the Cathedral Choir and Cathedral Youth Choir.

The **Organist Emeritus** has been an integral part of the Music Department for over 30 years and plays for our Sunday 10am Mass as well as for non-choral Masses throughout the year. Various members of the Cathedral Admin Team provide administrative support to the Music Department as required.

## Cathedral Choirs

Nottingham Cathedral Choir is a combination of auditioned, local singers and our Choral Scholars. They rehearse each Friday from 7.30-9.00pm and sing for the 11.15am Solemn Mass each Sunday, occasional Choral Vespers and major diocesan events.

The Cathedral Youth Choir rehearses on Fridays from 6.00-7.00pm and currently comprises over 30 children and young people aged 7-18 who sing together in a fun and relaxed musical atmosphere. They sing a range of music and led the music for Sunday 6.00pm Masses, usually once a month, as well as joining with the Cathedral Choir for major occasions. They also give their own concerts. Their most recent was at Lincoln Cathedral, and in June 2018, they joined with the Cathedral Choir to provide roles in the community opera, Tobias and the Angel, by Jonathan Dove and David Lan. The Senior Youth Choir rehearse from 5.00-6.00pm on Fridays to sing more challenging repertoire.

For more information about the Cathedral choirs please visit:

[www.nottinghamcathedralmusic.com](http://www.nottinghamcathedralmusic.com)





# JOB PROFILE

## Organ

The organ, a large 3-manual 1913 Norman and Beard, has been well maintained and is in good order (though slightly under pitch). The specification is given on our website. The Choral Director will have free access to the organ at suitable times for practice and teaching purposes (if required).

The Cathedral Hall is used regularly for ABRSM exams and is home to two upright pianos and a good quality seven-foot grand piano.

## Weekly Schedule

<b>Tuesday</b>	4.30pm - 5.45pm	Boys' Choir Rehearsal (Hall)
<b>Wednesday</b>	4.30pm - 5.45pm	Girls' Choir Rehearsal (Hall)
<b>Friday</b>	7.30pm - 9.00pm	Cathedral Choir Rehearsal (Hall/Cathedral)
<b>Saturday</b>	6.30pm	Vigil Mass - hymns only, played by volunteer organists or Organist Emeritus)
<b>Sunday</b>	8.00am	Mass (said, no music)
	9.30am	Parish Singers rehearsal (taken by the Organist Emeritus)
	10.00am	Parish Mass (played by the Organist Emeritus)
	10.15am - 10.55am	Cathedral Choir rehearsal (Hall)
	11.15am	Sung Solemn Mass (Cathedral Choir)
	1.00pm - 1.30pm	Song Recital (during term time)
	5.00pm - 5.50pm	Rehearsal
	6.00pm	Mass (choral duties on rota between the Boys' / Girls' Choir and Youth Choir)

The Cathedral Choirs sing from September through to July each year and have a short break for up to two weeks after Christmas and Easter. During the choir's absence, the 11.15am Solemn Mass is animated by a cantor, with organ accompaniment.



# JOB PROFILE

## **Contract**

This is a full time 2 year fixed term position, commencing between July and September 2022. The successful applicant will be subject to a probationary period of six months.

The salary for the position is £23,953 per annum, payable monthly. This is a full time post, with the successful candidate expected to work 37.5 hours per week.



# JOB DESCRIPTION

<b>Post</b>	Choral Director
<b>Salary</b>	£23,953 PA (plus mileage & pension scheme)
<b>Location</b>	The Cathedral Church of St Barnabas, Nottingham
<b>Accountable to</b>	Diocesan Director of Music
<b>Hours</b>	37.5 hours per week, 2 year fixed term contract
<b>Holidays</b>	28 days per year, to be taken outside term time (plus bank holidays and Curial Office closure days between Christmas and New Year)
<b>Start date</b>	Between July & September 2022

The Diocese of Nottingham seeks to appoint an outstanding Choral Director to assist the Diocesan Director of Music in the establishment and delivery of the Diocesan Schools' Singing Programme, and to continue the development of sacred music in the Cathedral and throughout the Diocese of Nottingham.

## **Responsibilities**

- To develop singing in schools through the delivery of high-quality weekly curriculum-time singing sessions.
- To establish, recruit and direct after-school choirs in the diocese preparing them for Masses and Liturgies.
- To assist at rehearsals, Masses and ceremonies in the Cathedral of St Barnabas, Nottingham.
- To provide CPD to teachers, allowing a supported integration from the weekly Schools' Singing Programme sessions into everyday school life.
- To foster links between schools and parishes, liaising with clergy to facilitate singing opportunities for after-school choirs.



# PERSON SPECIFICATION

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Educated to degree level.</li> </ul>	<ul style="list-style-type: none"> <li>Educated to degree level in music.</li> <li>Qualified teacher status.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of working with choirs within a secular or sacred setting.</li> <li>Experience of directing and encouraging young singers.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of planning and directing music within a liturgical setting.</li> <li>Experience of working in a classroom environment.</li> </ul>
<b>Knowledge &amp; Skills</b>	<ul style="list-style-type: none"> <li>Knowledge of a wide variety of choral music, both sacred and secular.</li> <li>Knowledge of engaging choral direction techniques and effective warm ups.</li> <li>A passion for working with children and fostering young voices.</li> <li>A good level of keyboard skills.</li> <li>Good communication skills, the ability to liaise with a wide range of people.</li> <li>A good working knowledge of current IT, as well as music notation software.</li> <li>Knowledge of safeguarding protocols within the Catholic Church in England and Wales.</li> <li>A valid UK driving licence.</li> </ul>	
<b>Personal</b>	<ul style="list-style-type: none"> <li>Friendly and approachable manner.</li> <li>A team player and a willingness to continue professional development.</li> <li>The ability to work flexibly.</li> </ul>	

**The Diocese of Nottingham is committed to the safeguarding of adults and vulnerable children and upholds the safeguarding policies of the Catholic Church in England and Wales. This post will be subject to the Disclosure and Barring Service Checks.**



# HOW TO APPLY

For informal information about this post please contact:  
[gregory.treloar@dioceseofnottingham.uk](mailto:gregory.treloar@dioceseofnottingham.uk)

For application forms for this role visit:  
[www.nottinghamcathedralmusic.com](http://www.nottinghamcathedralmusic.com)

Applicants are asked to send completed applications to [office@dioceseofnottingham.uk](mailto:office@dioceseofnottingham.uk)

The closing date for applications is **10 June 2022 at 12 noon**

Interviews are provisionally scheduled for week commencing 27 June 2022.

