



JOB DESCRIPTION AND PERSON SPECIFICATION

Post title:	Director of Music
Church:	St Michael’s and All Angels, Bassett
Posts responsible to:	Priest in Charge
Salary	£6500 p.a (commensurate with RSCM Main Town fee range)

Job purpose
To enhance the worship at St Michael and All Angels, by playing the organ at services, training and directing the junior and senior choir, maintaining its reputation for an excellent standard of choral repertoire; leading short cathedral residences and occasional services and, in liaison with the Priest-in-Charge, encouraging musical expressions of worship across the wider parish.

Key accountabilities/primary responsibilities	% Time
1. Play the organ to professional standards and direct the choir at all regular Sunday morning and evening services, and at major festivals and special services (in consultation with the Priest-in Charge)	20 %
2. Undertake recruitment, training, direction and administration of the junior and senior choristers, including weekly and pre-service rehearsals, timely preparation of music lists, in liaison with the Priest-in-Charge, and supporting the RSCM Voice for Life scheme	50%
3. In close co-operation with the Priest-in Charge, develop, implement and review a strategy for developing music at the church that enhances worship, ministry and outreach to the area. This will include a focus on recruitment for the junior choir.	30%
4. Engage with the St Michael’s Music Association as an ex officio member	
5. Oversee the maintenance of the organ	
6. Develop the church’s reputation for high quality music by organising and leading regular cathedral visits,	
7. Organise/oversee social trips, particularly for the junior choristers.	
8. Make reasonable efforts to play for wedding, funerals and other additional services, with additional fees as per contract of employment	
9. Play an ambassadorial role in ensuring that the music can be experienced by the congregation as an element of their participative worship and that the musicians are integrated with the congregation	
10. Abide by the parish safeguarding policy at all times	

PERSON SPECIFICATION

Criteria	Essential	Desirable
Qualifications, knowledge and experience	<p>Skilled church organist with wide repertoire and improvisational skills</p> <p>Comprehensive knowledge of Anglican services and liturgy</p> <p>Skilled choir trainer and director with experience of the RSCM Voice for Life scheme or equivalent</p> <p>Experience of recruiting and nurturing senior and junior choristers</p> <p>Ability to oversee the maintenance of the organ at St Michael's</p>	<p>Experience of playing cathedral instruments</p> <p>Experience of working within approved budgets for the purchase and maintenance of music and incidental items</p> <p>Ability to support and encourage a range of musical expressions of worship across the churches in the parish</p> <p>Experience of developing and agreeing music lists with clergy</p>
Planning and organising	<p>Ability to plan and organise music for rehearsal and performance in a timely fashion for all regular services</p> <p>Ability to plan and organise training for junior and senior choristers and, where appropriate, choral and organ scholars</p>	<p>Ability to plan and organise cathedral visits</p> <p>Ability to organise occasional social events</p>
Problem solving and initiative	<p>Experience and skills in devising, implementing and reviewing a vision and strategy for music in a parish church</p>	<p>Ability to identify and capture opportunities for the choirs that advance their general aims</p>
Management and teamwork	<p>Ability to liaise appropriately with the ministry team to enhance worship and ministry</p> <p>Ability to supervise a supporting team, such as assistant DoM, junior choir helpers and choir librarian</p> <p>Ability to work with St Michael's Music Association to promote music in the worship and life of the church</p>	
Communicating and influencing	<p>Skilled communicator with children and young people</p> <p>Excellent interpersonal skills in working with amateur singers</p>	
Special requirements	<p>This role is subject to an enhanced criminal record check</p> <p>It is a genuine occupational requirement of this role that the postholder is a practising Christian.</p> <p>Occasional flexibility over hours</p>	<p>A communicant member of the Church of England.</p>

The specification for the organ at St Michael and All Angels can be found at: <http://www.npor.org.uk/NPORView.html?RI=N11632#PhotoSection>