



## **APPLICATION PACK**

### **TENOR LAY CLERK**

## **PETERBOROUGH CATHEDRAL**



## **INTRODUCTION**

The Chapter of Peterborough Cathedral is seeking to appoint a Tenor Lay Clerk to the Cathedral Choir from January 2025 or as soon as possible thereafter.

Chapter regards worship, ministry and mission as the key priorities of the Cathedral, and is therefore highly supportive of the Cathedral Choir, and of music within the Cathedral, which it sees as integral to its aims. It is committed to fostering a high standard of music-making within worship and ensuring that the choral music inspires worshippers. It recognises that projects such as concerts, tours, broadcasts and recordings are important opportunities to develop the professional standing and standards of the Cathedral Choir and make the wider public aware of the Cathedral's worship, ministry and mission.

This document is in five sections, including this introduction:

2. Background information
3. The Music Department
4. Details of the post
5. Person specification
6. How to apply

## **2. BACKGROUND INFORMATION**

Peterborough is one of the new foundation cathedrals (together with Gloucester, Oxford, Chester and Bristol) created by Henry VIII as the monasteries were dissolved. There has been an Abbey on this site for over 1200 years, but the current building was begun in 1118. Three principal glories of the Cathedral building are its iconic West Front, the painted wooden Medieval Nave ceiling and the splendid fan-vaulted New Building, possibly created by the architect of King's College Chapel in nearby Cambridge. The spacious Precincts still contain a number of monastic buildings and ruins. Inside, the Cathedral has been completely cleaned and restored since 2001 and is probably more complete and in better condition than at any time in its history.

There is a lively Cathedral community including all age groups, and as well as regular worship led by the Choir it supports children's and young people's groups, education programmes, and a range of other activities, both online and in person. It contributes time and resources to a local project for the homeless, educational and other outreach initiatives, and provides hospitality to a variety of groups and gatherings. The Cathedral is principally the seat of the Bishop of Peterborough, and hosts many of the larger Diocesan services and events.

### **The Chapter of Peterborough Cathedral**

Peterborough Cathedral is run by a Chapter of four clergy and up to five lay canons. The clergy team includes the Dean, Chris Dalliston (2018), Vice Dean Tim Alban Jones (2015), the Canon Precentor, Dr Rowan Williams (2018) and the Canon Missioner (Steve Benoy 2022), and Lay members of Chapter represent specialisms from business, finance and property to HR, and also represent different aspects of the Cathedral community and Diocese.

### **Peterborough as a place to live and work**

Peterborough is a city of just over 200,000 inhabitants, with good places to eat and shop, and excellent transport links. It is adjacent to the A1 road, with easy access to the City Centre, and is served by the East Coast mainline railway to London, York, Newcastle and Edinburgh, First Capital Connect commuter services to London (soon to be extended via St Pancras to the South of England) and lines to the west and east. London is only 45 minutes away on the faster trains, and Cambridge is 50 minutes by car. Almost anywhere in the Midlands can easily be reached by train and road. The City Centre has been extensively redeveloped and remodelled, and the railway station expanded.

Oakham, Oundle, Uppingham and a number of other well-known public schools fall within the immediate area, and there are a good number of schools within Peterborough for those interested in augmenting income through teaching. Several choral societies and other musical groups in the region periodically seek conductors and soloists. Peterborough is a good place to accrue private singing, piano and other instrumental teaching. A Lay Clerkship here would provide an excellent base for a singer seeking to establish a freelance singing career: subject to a few restrictions, absences for outside engagements can usually be arranged if reasonable notice is given.

Peterborough, one of the least expensive places to buy property in the south-east of England, is a good location for first-time buyers looking to live within comfortable reach of London; it is easy to rent property locally. Chapter is committed to helping find housing in the Precincts for staff

who want them when properties become available, and indeed several lay clerks currently rent property in the Precincts.

### **3. THE MUSIC DEPARTMENT – FURTHER INFORMATION**

The Director of Music (Tansy Castledine, September 2018) is responsible for overseeing and leading all aspects of the Music Department. Within the music team there is also a Singing Teacher (Sarah Burston, 2018), an Organist (Chris Strange, September 2020), an Organ or Conducting Scholar appointed annually, a department Administrator and Choir Chaperone. A number of parent volunteers also assist with chaperoning the choristers.

The Cathedral Choir comprises fifty-two boy and girl choristers who take an equal share in singing the daily services. There are six Lay Clerks, up to three Choral Scholars, and occasionally Assistant Lay Clerks too, who sing on Sundays and at other major events. There is also a Reception and Junior Choir (ages 4 upwards), a Youth Choir (ages c.13-18) and Festival Chorus (adult volunteers).

#### **The King’s School and Cathedral Choristers**

All choristers are educated at The King’s School, Peterborough founded by Henry VIII in 1541, and currently a successful Church of England Academy (day school). King’s is one of the highest performing state comprehensive schools of its type nationally, having received an Outstanding rating in the most recent Ofsted and denominational inspections, and places are in high demand locally. It selects some pupils based on academic and musical aptitude, as well as appointing choristers, and awarding Church of England and sibling places. The Director of Music is a member of the Governing Body as a Foundation Governor.

The School’s admissions policy allows for nine chorister places (split between boys and girls) in each year group from Year 3 to Year 8. Choristers in Years 3 and 4 are probationers, singing within some services and being omitted from others to be given initial and on-going training. Since April 2013 the Cathedral Youth Choir has enabled both Boy and Girl former choristers to remain in contact with the Cathedral, and for other teenagers to join, in order to develop their choral singing skills, in some cases toward university choral scholarships. The Youth Choir rehearses once a week, and sings every other week, on occasional Sundays, and also joins with the Cathedral Choir for concerts.

#### **Lay Clerks and Choral Scholars**

The back row of the Cathedral Choir comprises six Lay Clerks and up to three Choral Scholars, who normally sing seven choral services per week. In addition to the Lay Clerks and Choral Scholars there are occasionally also Assistant Lay Clerks who sing for Sunday services and some special services.

## **Pattern of choral services**

The default weekly pattern is currently as follows:

Monday 1730 Evensong

Boys or Girls (Years 5-8) sing Evensong with Lay Clerks and Choral Scholars; trebles not singing Evensong rehearse

Tuesday 1730 Evensong

Boys (Years 4-8), Lay Clerks, Choral Scholars

Wednesday 1730 Evensong

'Upper Voices' (Boys and Girls Years 6-8) or Youth Choir (alternating)

Thursday 1730 Evensong

Girls (Years 4-8), Lay Clerks, Choral Scholars

Friday 1730 Evensong

Girls or Boys (Years 4-8), Lay Clerks, Choral Scholars; trebles not singing Evensong rehearse

Saturday - No regular duties

Sunday

Matins 0915

Eucharist 1030

Evensong 1530

(all with Lay Clerks and Choral Scholars; Boys and Girls alternate morning services and Evensong on a week-by-week basis)

The Boy and Girl choristers thus share duties on an equal basis. Special services and other events are shared as equitably as possible between the two groups, who also combine from time to time for major services and concerts. Each chorister group rehearses before school on four weekday mornings.

A Choral Eucharist replaces weekday Evensong at 17:30 on some major feasts. On Sundays Matins is sung at 09:15, Eucharist at 10:30 and Evensong at 15:30. A full rehearsal of around 25 minutes is held (usually in the Cathedral) before each service. The six full-time Lay Clerks and three Choral Scholars rehearse with the choristers from 16:30 on a Friday.

There is no weekly Cathedral Choir duty on a Saturday, though there are several Saturdays throughout the year with duties for the Cathedral musicians (e.g. Ordinations, Old Choristers' services, occasional Evensongs, concerts and other events).

In light of the Covid-19 pandemic, the live-streaming of some services now takes place. This is currently approximately one service per week and it is anticipated that streaming in some form will continue in the future. This is an area under review but candidates should be aware of this and are advised that no form of extra payment is made for this.

## Repertoire, concerts and other musical events

From time to time, the Cathedral Choir undertakes concerts, tours, broadcasts, recordings and other work. Some of this work attracts additional fees for those involved. Recent CD recordings include a disc of Christmas music produced in 2015, Cheryl Frances-Hoad's *Even You Song*, released in 2017, involving several schools within the Peterborough area, in 2019, *Jubilate Deo* and in 2021 *In his hands*. The Choir occasionally gives broadcasts on the BBC Choral Evensong programme and aims to tour every other year. Most recently the choirs have visited Belgium, Holland, and Spain, and the West Coast of America. The choir undertakes a programme of regular concerts, both in the Cathedral and in the Diocese, and has developed and maintained a broad, high quality repertoire from plainsong to contemporary music; the music lists are published on the Cathedral website and associated social media platforms.

There is a current commission series celebrating and investing in high profile composers, and those newer into the profession. Our most recent partnership projects have involved participating in *Gabrieli Roar*, welcoming pupils from primary schools within the Diocese to enjoy an Annual Singing Afternoon, and mounting a production of *Joseph and the Amazing Technicolor Dreamcoat*. The current project centres around a commission from Alexander L'Estrange entitled *To Be a Saint!* This was written especially for schools in the Diocese of Peterborough as a result of an anniversary collaboration with The Worshipful Company of Plaisterers, who have for the last 40 years supported the work of our cathedral choristers. The world premier was held in Peterborough in March 2024, and the piece has been rolled out to primary schools across the country.

## Peterborough Cathedral Music Association (PCMA)

Peterborough Cathedral Music Association, founded in 2009, seeks to bring orchestras, soloists and other professional music-makers to the Cathedral, to enable local amateur singers (such as the Cathedral's Festival Chorus) and musicians to access professional leadership, and to provide opportunities for the choristers to be involved in performances of major works with orchestra such. To date these have included Bach's *John and Matthew Passions*, Haydn's *Creation* and Mozart's *Requiem* and *Vespers*, Handel's *Dixit Dominus*, *Messiah*, and *Coronation Anthems* with groups such as Eboracum, His Majestys Sagbutts and Cornetts, the Saraband Consort and Charivari Agréable.

## 4. DETAILS OF THE POST

Members of Cathedral Staff must be aware of and comply with the Cathedral's Safeguarding and Health and Safety policies.

### Duties

The standard weekly schedule of choral services sung by the Lay Clerks is:

Monday, Tuesday, Thursday	1655 rehearsal for 1730 Evensong
Friday	1630 rehearsal for 1730 Evensong
Sunday	0850 for 0915 Matins
	1005 for 1030 Eucharist
	1445 for 1530 Evensong

On major festivals weekday Evensong is replaced by a Eucharist.

Lay Clerks are occasionally required to sing at additional times, including Wednesdays and Saturdays, and there are a number of extra services during the Christmas and Easter periods. An appendix to the Lay Clerk contract, reviewed annually, gives details of which services and other events are included within the salaried employment and which accrue additional fees.

A certain amount of extra rehearsal time is built into the contract. Additional rehearsals are held before the larger services and events.

The Cathedral Choir undertakes concerts, tours, broadcasts and recordings from time to time. Additional fees are payable for some of this work, as detailed in the contract.

Lay Clerks may engage deputies to sing, given reasonable notice and a good reason for absence, by arrangement with the Director of Music. They may normally be absent on up to 12 occasions per term in order to fulfil other work commitments or freelance musical activities, and on up to 2 occasions per term for personal reasons. Chapter acknowledges that Lay Clerks will need to seek additional work to supplement their Cathedral income and is also keen to facilitate those who seek to develop their singing careers outside the Cathedral.

### **Salary and benefits**

The Lay Clerks' salary is currently £12,677 per annum. Additional fees for certain services and other events are paid at levels reviewed annually by Chapter. Lay Clerks have 12 weeks of holiday each year.

Housing is not provided as part of the post, though Chapter is committed to helping to find accommodation to rent for staff if desired as it becomes available within the Precincts. We are also keen to help successful candidates find suitable accommodation within Peterborough generally, and wherever possible we will help them in finding additional employment locally. A pension scheme is available to Lay Clerks once they have successfully completed the probationary period. Parking may be available to Lay Clerks within the Precincts for Cathedral duties. A budget is also available to Lay Clerks for singing lessons which may be taken with an experienced teacher here or elsewhere, in advance agreement with the Director of Music.

### **Date of commencement**

January 2025 or as soon as possible thereafter.

## **5. PERSON SPECIFICATION**

Lay Clerks should exhibit the following qualities:

- An excellent vocal technique, and a commitment to its maintenance and development
- An intelligent approach to music making in a choral context
- Fluent music reading
- Willingness to prepare music in advance as necessary
- Ability to sing solos with conviction
- A commitment to daily worship led by the Cathedral Choir
- Able to foster collegial working relationships
- A person who can accept constructive critique and learn from colleagues

- A team player who will be a reliable member of the choir and on whom their colleagues can depend
- A hard-working person capable of setting and achieving goals in their own musical development
- Be a good ambassador for the Cathedral
- Be supportive of the Cathedral's aims

Applicants are not required to be practising Christians but are expected to work and behave in sympathy with the worship, ministry and mission of the Cathedral.

### **Safeguarding Policy**

The Cathedral is committed to safeguarding and promoting the welfare of children, young persons, and vulnerable adults. All employees, students and volunteers must ensure that the highest priority is given to following guidance and regulations to safeguard those identified as being at risk. This appointment is subject to the usual safeguarding checks, which will be carried out after interview for the successful candidate. If you are shortlisted, as part of our safer recruitment, we need to see documents and photo ID such as a passport, driving license and a utility bill. These documents should be brought with you to your interview if called, and will be used for the DBS process.

## **6. HOW TO APPLY**

The closing date for applications is **Wednesday 23<sup>rd</sup> October at 0900.**

Applications should be made via the form on the Cathedral web page, and auditions will be held in person in Peterborough, by arrangement.

### **Making an application**

Please complete an application form (you may include your CV if you wish) and covering letter, and ensure that the following is included in your application:

- your full contact details (telephone including mobile, email and postal address)
- any courses studied and qualifications gained
- details of singing study past and present
- details of church music experience
- full contact details (including both telephone numbers and email address) of three referees whom we may approach immediately. One of these should be your current main employer (or tutor if you are in further education), and one the director of a choir in which you are currently singing. If this is not possible, please include someone for whom you have worked in the field of choral music and who can comment on the quality of your recent work. If you are unable to provide such references, please talk with the Director of Music so that you can agree alternative referees. In each case please state the referee's relationship to you. Referees may not be related to the candidate

If you would like to find out more information, or have any questions at all, please email: [music@peterborough-cathedral.org.uk](mailto:music@peterborough-cathedral.org.uk)