

# St Nicolas, Great Bookham - Organist and Director of Music

## Overview

We are seeking an enthusiastic and experienced Christian musician to lead the musical life of our church into the future following the retirement of our present Director of Music.

We are a thriving church set in the heart of Great Bookham. Our focus is on ministry to the parish as well as supporting outreach activities in the community. We value excellence in traditional music and liturgy whilst also desiring to develop our contemporary worship and have an established village choir with a richness of experience and musicianship.

Although not the responsibility of the Director of Music, we host several musical events during the year by groups such as the Bookham Choral Society, Vaughan Williams Singers and the Dorking Chamber Orchestra. We have also hosted the Friary Brass Band and the Childe Rolande folk group.

## Our musicality

We are fortunate to be able to offer both traditional and contemporary musical styles at St Nicolas. We have a mixed voice choir, presently all adults, who sing at our main Sunday services, evensong and festival services, as well as at weddings and funerals by arrangement. They, and the congregation, are led and accompanied by our Director of Music on our 2-manual pipe organ that has recently been refurbished. Please note that the organ and console are on opposite sides of the church leading to a slight delay hearing the sound when playing. We also have a small but very capable music group, of which our Director of Music is part, that brings contemporary music to our worship on one Sunday a month and at festival and carol services. There is an extensive religious music library that has been curated by the past and present Directors of Music

## Our hope going forward

Our ideal candidate for this position will be familiar with Anglican music and liturgy, a proficient organist and keyboard player and able to lead, motivate and prepare both our choir and our music group for their roles in our worship. They will be keen to work with our present musicians and clergy as well as to develop our music and expand the membership of both choir and music group, to include both adults and children.

## Our offer

This is a salaried position with a salary range of £6,000 to £8,000, possibly more for an exceptional candidate, depending on qualifications and experience and guided by RSCM recommended remuneration rates. The church also offers enrolment in the Church Workers Pension Fund to which the PCC contributes.

## Present Pattern of Worship

### Sunday Services

With the exception of the 8am service, music is expected to be a fundamental part of each of these services, usually with a choir practice beforehand :

- 8:00 Said Holy Communion
- 10:00 (1<sup>st</sup> Sundays) Morning Praise using Common Worship liturgy supported by our Music Group

- 10:00 (Other Sundays) Holy Communion using Common Worship with hymns and robed choir, usually including a Communion anthem and some sung sections and responses.
- 6.30 (3<sup>rd</sup> Sunday) Evensong with sung psalms and hymns. A full Choral Evensong is held three times a year at present.

### Additional services

St Nicolas observes the major festivals of the Church. Those at which the Director of Music is expected to lead the preparation of choir or music group and/or to play at the service are as follows:

- Festival of Lessons and Carols
- Two afternoon carol services and midnight Communion, all on Christmas Eve
- Christmas Day (if not already a Sunday)
- Ash Wednesday
- Maundy Thursday
- Good Friday (3-hour devotions)
- Two Sunday afternoon Memorial services for the bereaved

### Weddings and Funerals

The Director of Music, as organist, receives the relevant wedding and funeral fees for playing at these services, and has first refusal to play.

### Choir preparation

Choir practice takes place in church on Thursday evenings from 7:45pm to 9pm

### Main duties

1. To be responsible for the planning and provision of all music at services in St Nicolas as outlined previously, including playing the organ at most services
2. To encourage, nurture and lead our choir and musicians and be primarily responsible for recruitment.
3. To be responsible for the supervision of the care and maintenance of the Church's pipe organ.
4. To be responsible for the music library and to ensure compliance with relation to copying and copyright.
5. To manage the music budget in conjunction with the PCC Treasurer
6. To comply with Health and Safety and Safeguarding requirements, including making Risk Assessments as necessary
7. To attend regular meetings with the Rector for the planning and review of music

### Key Relationships

The Director of Music is accountable to the Rector and, in the event of a vacancy, to the Churchwardens.

### Practice & private teaching

The organ is available for practice when the church is not otherwise being used and the Director of Music may use the church and its instruments for private teaching, complying at all times with our Safeguarding Policy. Regretfully we are not able to offer to heat the church for such sessions.

## Summary of key Terms and Conditions

### Contract

A contract of employment will be drawn up between the Director of Music and the Parochial Church Council (PCC) of St Nicolas, Great Bookham.

### Holidays

The Director of Music is entitled to six Sundays off each year. The PCC will meet the cost of deputising fees for these Sundays.

### Appointment

St Nicolas is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All post holders and volunteers are expected to share this commitment and appointment to the post will follow the Church of England's Safer Recruitment Process. As such, it is subject to a satisfactory Enhanced Disclosure and Barring Service (DBS) check on the basis that children will be involved in musical provision.

Full terms and conditions of service will be set out in a contract letter. The contract will be for an initial six month probationary period, before entering into a permanent contract.

For an informal conversation, please contact Nick Garrett ([nick.garrett@stnicolasbookham.org.uk](mailto:nick.garrett@stnicolasbookham.org.uk) or mobile 0784 364 7414) or the Rector, Alan Jenkins on 01372

### Application

Applicants should complete and return the application form available at [www.stnicolasbookham.org.uk/DoM](http://www.stnicolasbookham.org.uk/DoM).

### Interviews and auditions

These will be held as soon as mutually convenient.

Candidates will have be asked for interview and to direct a brief choir rehearsal, play the organ (including a short solo voluntary) and demonstrate a working knowledge of the church calendar.

### Further information

More information about St Nicolas may be found on our website <https://www.stnicolasbookham.org.uk> and details of the organ are available on the National Pipe Organ Register <https://npor.org.uk/survey/A00908>.