

**A worshipping community celebrating everything good about Lewisham**

St Mary the Virgin is the ancient parish church of Lewisham and a vibrant, living Christian family today. Our life and worship is centred on the Eucharist, the Bread of Life for all Christians. Here we celebrate and receive the love and presence of God in Jesus Christ. St Mary's has shared God's love with the people of Lewisham for over 1000 years – we continue to do this today in new and creative ways. We celebrate the strengths of this community and we shine God's light in places of darkness.

**Job Description**

Job Title:	Director of Music and Organist
Responsible to:	The Vicar
Location:	St. Mary the Virgin parish church, Lewisham, SE13 6LE.
Contract:	Permanent with a six month probationary period and annual review.
Hours:	Our organist is expected to play for 10.00am Sunday Sung Mass and monthly Choral Evensong. Currently regular Friday evening choir practice. Lent, Holy Week, Easter, Christmas and occasional major feasts.
Salary:	Salary in line with RSCM rates, relating to qualifications and experience. Opportunities for weddings/ funerals with RSCM agreed fees.
Holiday:	Six Sundays paid holiday per year

**Introduction:**

St Mary's Church is the ancient Parish Church of Lewisham. It has a lively and diverse congregation with 280 on the electoral roll, and 150 – 200 at sung mass on Sunday. The Parish has a modern catholic tradition and is served by a ministry team made up of the vicar, a curate, two readers, 4 SPAs and the church wardens plus PCC.

We have an excellent 3-manual Allen organ plus grand piano; a committed and enthusiastic robed choir, offering 4-part singing, anthems, mass settings etc. The choir leads the singing at several civic functions and joins other churches for occasional choral services. Near Christmas we sing carols at various venues including Lewisham Hospital. We host various school services.

With the retirement of our Director of Music in early October, the Parochial Church Council (PCC) seeks to appoint an inspirational and collaborative Director of Music and Organist to continue and enhance our strong choral tradition, maintain our extensive repertoire and explore new music and styles of worship. A good understanding of the Church of England and liturgy is essential.

### **Main objectives of the post**

- To play for, lead and develop the musical life of the church in collaboration with the incumbent and the PCC.
- To manage, train and grow the church choir through the weekly practice, enhancing their skills and confidence to broaden the available repertoire.
- To play for and lead Choral Evensong on the first Sunday of every month except January and August.
- To play for services in Holy Week, Easter, Christmas and some Feast Days.
- To play, when possible, at weddings, funerals and memorial services or arrange deputies.
- To engage in and build on music as part of St Mary's mission and outreach to the wider community and develop provision of concerts and other musical events in our wonderful Grade 2\* Georgian building.

### **Principle Tasks**

- To identify and encourage those with a passion for singing and music.
- To meet regularly with the incumbent to discuss the liturgy and music and to choose hymns, psalms and settings. We print weekly mass sheets, using Hymns Old & New, Laudate and other sources. Various mass settings are used and anthems prepared for each Sunday mass.
- With the incumbent, to plan and organise the celebration of the major Christian festivals
- To purchase music and maintain the choral music library within the budget set by the PCC.
- To engage accompanists and deputies for agreed absences within the budget set by the PCC.
- To arrange and supervise the maintenance of the organ and piano.
- To produce an annual report for the Annual Parochial Church Meeting.

### **Essential**

- A practising Christian or in sympathy with the aims, objectives and values of an inclusive Church of England church.
- Excellent skills as organist, accompanist and choir leader.
- Experience of leading congregational worship and linking music with liturgy.

- Experience of working collaboratively with volunteers of all ages and abilities
- Excellent communication skills.
- Proven organisational skills and good time management.
- A team player.
- An ability to inspire, encourage and motivate others
- A flexible approach to working.

The job specifications and description may be reviewed by the vicar on an on-going basis in accordance with the changing needs/priorities of the parish.

**Additional Information:**

- The post requires an Enhanced DBS certificate and the post holder will work with the parish Safeguarding Officer, Incumbent and others in all safeguarding issues.
- The post holder must observe the parish policy and procedures relating to Health and Safety in the workplace at all times.
- The post holder must demonstrate the value of 'Respect for All', and follow any guidelines and policies relating to equality and diversity, and equal opportunities.
- The post holder must respect the confidentiality of data stored electronically and by other means in line with the Data Protection Act.
- The post holder must carry out their responsibilities with due regard to the non-smoking environment of the church.

**Pay and Conditions**

Based on RSCM guidelines

- Pay: by negotiation, related to qualifications and experience. Plus Wedding and Funeral fees
- 6 weeks paid holiday per year pro rata to include 6 Sundays and choir rehearsals; no choir practice in August.
- This position has a six-month probationary period.
- It is subject to current safeguarding legislation and enhanced DBS disclosure requirements.
- A DBS Enhanced Disclosure is required and the post-holder will be required to undertake appropriate safeguarding training.

**Application Process:**

If you are interested in applying and would like to know more, please ring or e-mail Fr. Steve Hall: [vicar@lewishamparish.com](mailto:vicar@lewishamparish.com). Tel: 020 8690 2682.

**To apply** for this post please submit your CV and a covering letter to [churchwarden@lewishamparish.com](mailto:churchwarden@lewishamparish.com)

Please provide the contact details of two referees. One should be the clergy of the church/chapel with which you have most recently been associated, or equivalent.

**Closing Date:** Monday 2<sup>nd</sup> July 2018

**Interview and auditions** will take place Friday 13<sup>th</sup> July, afternoon and/or evening.

**The post will commence in mid-October, with the current Director of Music stepping down on Sunday 21<sup>st</sup> October.**