

A photograph of St Edmundsbury Cathedral in Ipswich, England, featuring its prominent central tower and Gothic architecture. The cathedral is set against a blue sky with scattered white clouds. In the foreground, there is a well-maintained garden with various plants, including purple-flowered shrubs and green foliage. A dark blue diagonal shape is overlaid on the bottom left of the image, containing text.

Application pack

# Tenor Vicar Choral

St Edmundsbury  
Cathedral





Welcome

Thank you for thinking of applying for the role of Tenor Vicar Choral at St Edmundsbury Cathedral. We hope, after reading this application pack, you will decide to send us your application. We foster an environment of inclusivity and welcome here and we encourage you to apply whatever your faith, or if you have none.

St Edmundsbury Cathedral is situated in the historic market town of Bury St Edmunds, and serves the diocese of St Edmundsbury and Ipswich. It is at the heart of community life, a natural gathering place for worship, reflection, refuge, celebration, mourning, pilgrimage, debate, questioning and storytelling.

The successful candidate will be joining us at a time of unique challenge and opportunity. As we diversify what the Cathedral means to the local community and visitors, we are building a team here who are thinking outside of the traditional trappings of a place of worship. We want to be a place for fun, for challenge, for excitement and above all else, inclusivity and welcome.

All the usual requirements that you would expect for such a post are set out in the job description which follows. If you think you might be the person to join the team, we would be delighted to receive your application.

Dean Joe.

The Very Reverend Joe Hawes  
Dean of St Edmundsbury

# Who are we?

St Edmundsbury Cathedral is Suffolk's Cathedral, situated in the heart of Bury St Edmunds, open and available to everyone. As a physical place it is the cathedra, the seat of the Bishop, a centre for worship and mission, and is a symbol of the aspirations of the wider diocese. As a spiritual place it is a focus for pilgrimage and pastoral care. As a place of heritage, located on the historic Abbey of St Edmund site, it is a window into key moments from the past thousand years. As a cultural place it is a venue for learning and exploration, for artistic and musical imagination. As a convening place it gathers communities in debate, questioning and discussion. St Edmundsbury Cathedral is all of these things: a gathering place for the communities of our diocese and county, and for pilgrims and visitors from farther afield.

It is also a lively and exciting place to work! After almost 50 years of building work and renovations, our former Parish church is now a beautiful example of a medieval build recreated in modern times. We're open for worship and visitors seven days a week, all year, providing a sacred space of welcome for reflection, prayer and sanctuary. We also offer music, events, learning and pilgrimage, as well as our Cathedral Shop and Pilgrims' Kitchen.

More than 250 Volunteers tend the garden, welcome visitors and assist in our learning and community programmes.

## Inclusive Church



We are an Inclusive Church and warmly welcome applications irrespective of gender or sexuality. We also encourage applications from Black, Asian and Minority Ethnic (BAME) candidates, who are currently under-represented on the Cathedral team.

## Safeguarding

All staff and volunteers are expected to demonstrate a commitment to safeguarding the welfare of all children and adults who may be vulnerable, who are involved with and/or visit the Cathedral. This will include adherence to policies and procedures, following good practice in relation to their own behaviour and conduct and undertaking any safeguarding duties commensurate with their specific role.

The appointed candidate will need to have an enhanced DBS check (including barred list check) before commencing work. Safeguarding training will be given.



# Values

Our values inform how we do things at the Cathedral.

We hold our Benedictine principles close—principles such as love, care, hospitality, and community—and are presenting these values in a way that relates to and can easily be understood in the 21st century. They are about how we work with each other, how we talk about the Cathedral, how we reach out to the whole of Suffolk and beyond, and how we transform ourselves as we grow together.

They are Faith, Welcome, Compassion and Confidence.



- Faith in God, Father, Son and Holy Spirit and God's unconditional love for all people. This is our Christian conviction, and it is what defines and shapes us;
- Welcome to friends and to strangers; to people of all faiths or none; to those with whom we agree and disagree - building a culture of openness and collaboration and generosity across the county;
- Compassion working alongside people in need, expressing love, tolerance and respect through our actions;
- Confidence to challenge wrongs; to be honest about who we are and what we stand for; to be daring in what we do, how we do it and who we do it with.



# Music at the Cathedral



Music plays an essential and hugely valued role in the worshipping life of St Edmundsbury Cathedral. The Cathedral Choir is made up of around 40 choristers (equal numbers of girls and boys who usually sing separately and share the singing duties equally) plus a back row of 6 professional Vicars Choral. The Director of Music, Claudia Grinnell, is supported by the Assistant Director of Music, Richard Cook, and the Organ Scholar.

In the last two years, the Cathedral Choir has toured to Leipzig and Normandy, recorded a CD, and broadcast twice on BBC Radio 3. A CD of Dupré is being recorded in October. The choir performs two large-scale concerts a year in the Cathedral at Christmas and at the end of the summer term. It also makes regular diocesan visits (usually one per term) to share Evensong and our music-making more widely in the diocese.

In addition to the regular pattern of services, members of the back row are often booked to sing at weddings and funerals, for which additional fees are paid.

The Cathedral is also proud to have two other choirs: the St Edmundsbury Singers, which is a thriving voluntary choir for women directed by the Assistant Director of Music, and the Youth Choir, which is a dedicated chamber choir made up of former choristers and other young singers from across the town.

## A typical week for a Vicar Choral



In a typical week, the Vicars Choral sing on Thursdays, Fridays and Sundays. At certain times of the year, duties will fall on other days. The diary is published at least a term in advance

Monday - usually clear of duties

Tuesday - 5.30pm Evensong

(choristers only, boys and girls alternate weeks)

Wednesday - 5.30pm Evensong

(St Edmundsbury Singers and Youth Choir alternate weeks)

Thursday - 4.55pm rehearsal, 5.30pm Evensong

(girl choristers and lower voices)

Friday - 4.55pm rehearsal, 5.30pm Evensong

(boy choristers and lower voices)

- 6.15-7pm lower voices rehearsal

Saturday - usually clear of duties

Sunday - 9.45am rehearsal, 10.30am Eucharist

(choristers and lower voices, boys and girls alternate weeks)

- 2.45pm rehearsal, 3.30pm Evensong

(choristers and lower voices, boys and girls alternate weeks)





## Key Responsibilities

- To sing at all rehearsals, services and concerts at which the lower voices of the Cathedral Choir are required.
- To prepare music thoroughly and to take pride in performing to the highest possible standard.
- To perform solos as required.
- To be a positive role model for the choristers and an integrated member of the team.
- To uphold the Cathedral's values and safeguarding practices in all aspects of the role.

## Person specification

### Essential

- A strong, clear singing voice
- Excellent sight-reading skills
- Confidence in performing solos
- Committed to the musical traditions that underpin Cathedral life
- Ability to work successfully as part of a team
- Ability to remain calm under pressure
- High levels of professionalism, preparation and personal expectations
- An understanding of, and a commitment to, best safeguarding practices

### Desirable

- Experience and a stylistic understanding of the full range of the Anglican choral tradition
- Experience performing in small ensembles
- A willingness to become part of the wider Cathedral community



# Terms and conditions



## **Start date**

The post is currently vacant, the start date to be agreed with the successful candidate. This is a permanent position.

## **Remuneration**

The Vicar Choral stipend is £5,407.50 per annum. Extra fees are available for additional services, such as weddings and funerals. A pension scheme is available to join if desired. An allowance of £60 per term towards the cost of singing lessons is available. These may be taken with the Cathedral's Vocal Coach or another teacher of your choice. Please note that St Edmundsbury Cathedral is unable to offer accommodation to Vicars Choral.

## **Holidays and leave**

The Cathedral Choir holidays largely coincide with Suffolk school term dates, with the exception of Holy Week and the run up to Christmas Day, for which the Cathedral Choir is required. There is a clear week off (including one weekend) at each half term, and up to two weeks off around Christmas and Easter. The Cathedral Choir is free of duties from mid-July and throughout August.

Requests for leave during term time should be communicated well in advance to the Director of Music. The Cathedral will cover the deputy fee (£30 per service) for up to four services missed per term. Beyond this, the deputy fee will be deducted from the post-holder's monthly stipend.

## **Safeguarding**

The appointed candidate will need to undergo an enhanced DBS check (plus barred list) before commencing work. They will also need to complete the required level of Church of England safeguarding training and adhere to the all Cathedral policies.

## **Interview and audition**

Claudia Grinnell, Director of Music, would be delighted to speak informally to potential applicants. Please contact her on 01284 748739 or email [claudiagrinnell@stedscathedral.org](mailto:claudiagrinnell@stedscathedral.org). Shortlisted candidates will be invited to attend the Cathedral for an interview and audition. They may also be invited to sing Evensong with the Cathedral Choir. The audition will consist of two contrasting solo pieces of your choice and a sight-reading test.

## **To apply**

An application form can be found on our website: [stedscathedral.org/vacancies](http://stedscathedral.org/vacancies) and once complete should be sent to [hr@stedscathedral.org](mailto:hr@stedscathedral.org).

**Closing date: Monday 15 June, 9am**

