

# Director of Music

## Application Pack



LANCASTER  
PRIORY



## Welcome from the Vicar

Thank you for your interest in the post of Director of Music at Lancaster Priory. Excellence in music is a significant part of our worshipping life alongside our outreach as a venue for music of all genres across the city and region. This appointment is a significant appointment for us as we begin to shape the next phase of our parish's life in line with our emerging vision. Be assured that the successful candidate will be joining a team of people who are fully committed to the flourishing of mission and ministry at the heart of our parish and across the wider Diocese of Blackburn. I hope that the pack encourages you to consider applying, and we look forward to hearing from you.

The Revd Leah Vasey-Saunders  
Vicar of Lancaster

## About this Role

Following the departure of Rebekah Okpoti as Director of Music, Lancaster Priory music department is in a strong position to enter a new phase of ministry.

The choir has journeyed reasonably well through the Pandemic and is growing with new members – especially on the treble lines. Complete parity in rehearsal and service opportunities exists between the boys and girls. There are also a number of new recruits to the voluntary choir (The Occasional Singers) which is overseen by our Organist, Ian Pattinson FRCO. There has been significant growth at the afternoon family service and there is a desire to engage in distinctively Christian outreach and to build a new Christian worshipping community in the parish on the Marsh Estate that is both rooted in the context of the Marsh and supported and resourced by the Priory as a vibrant part of their parish. There is also a desire to encourage congregational singing as well as broader worship (such as Taizé) and also make use of the musical talents of our growing congregation. These are some obvious areas where musical development is possible, but we hope to recruit someone who will bring a fresh perspective to our musical life and a desire to draw all of God's children (or as many as possible) to grow in their musical offering to God in worship.

If you would like an informal conversation about this role, please be in touch with Revd Leah Vasey-Saunders [vicar@lancasterpriory.org](mailto:vicar@lancasterpriory.org)

To learn more about Lancaster Priory please visit our website. [www.lancasterpriory.org](http://www.lancasterpriory.org)

## Emerging Vision and Priorities

We believe we are at a very exciting moment in the story of Lancaster Priory. The Priory community is committed, supportive and friendly. The PCC has discerned missional priorities for the next 5 years and is convinced of the need to embrace change.

Lancaster Priory has four particular strengths through which we are able to describe its ministry and outreach. We believe these form a core part of our identity, gifting and calling.

### Worship

As a part of the church, we are called to respond together to the call of God to relationship and worship.

### Christian Education

We believe we are called to enable people to grow more deeply into the image and character of God as expressed in the person of Jesus Christ and to ensure that they are equipped and empowered, as disciples, to be effective in mission and evangelism.

### Community, Compassion and Kindness

We believe we are called to be a compassionate community that is engaged in acts of kindness, care and social justice.

### Innovation, Creativity and Commerce

We believe that we are called to be wise stewards of the gifts that God has given us, and that God has given us all that we need to fulfil his will for us in this season. We therefore seek to be creative and innovative with all of our gifts and resources.

## Priorities

At their away day in July 2022 the PCC discerned four priorities for the next 5 years. The action plans for these priorities are under development in preparation for the launch of the new Priory vision in November. Although the successful applicant will be expected to support this vision in its entirety, they will have particular responsibility over two missional priorities. That will be priority two and priority four.

### One: Inspiring new generations.

Although Lancaster Priory has an able and committed core of lay people, these are largely drawn from amongst the retired. Those of a working age are often more peripheral to the life of the church. University students can struggle to make links with the rest of the congregation. As the Priory emerges from the pandemic, it is clear that the work of evangelism and mission with children, young people and their families has suffered. There is a strong cohort of choir families who are committed to the Priory but not necessarily well integrated into its life and ministry. We long for the Priory congregation to become broader and more diverse, better representative of our parish and city.



*The Marsh Community Centre*

### Two: Growing deeper roots on the Marsh.

The Marsh estate, which is amongst the more deprived areas of the city, comprises almost 1/3<sup>rd</sup> of our parish population along with the neighbouring new Luneside development and is largely unreached by the church. We believe we are called to invest in evangelism and mission in this part of our parish, to plant new congregations, as well as continuing the work of supporting families and young people and offering friendship to the elderly. We believe that we have been called to witness through word and service to proclaim the message of God's unconditional love on the Marsh.

### Three: A Resource for the City, Diocese and Region

The Priory has a recognised role within the city and region as a civic church. The annual pattern of civic engagements that come from universities, schools, city and county continue to be significant but we believe that we are called to develop a distinctive Christian voice within these relationships. The Priory is recognised as a significant and distinctive church within the diocese, but has not historically done much to resource other churches. We believe we are called to be a place of teaching and learning that empowers the people of God in a way that will benefit the whole diocese, and we seek to develop new ministries in this area.

### Four: Caring better for God's Creation

Lancaster Priory has been among the pioneers in Creation Care in Blackburn diocese, holding an 'A Rocha' Bronze EcoChurch award. We are fully committed to the General Synod 2030 net zero carbon target, use the Energy Footprinting Tool and Parish Buying Energy Audit. Recognising the crucial significance of the next five years in global efforts to prevent catastrophic climate change, we are committed to doing all we can at church and in our own lives to protect God's creation, and acknowledge the generosity of God in his Creation.

## Prayer and Worship

Worship of the gathered Priory community is at the heart of our life and mission and we rejoice in the rich catholic style of the liturgy and its musical expression. Our worship is focused on a Sunday Sung Eucharist, with Choral Evensong, early Sunday morning and weekday eucharists attracting their own particular congregations. Holy Week, Easter and Christmas celebrations, with a devotional focus and splendid liturgy, attract large numbers of townspeople and visitors.

The Priory congregation comprises a wide range of church traditions and is noteworthy for its commitment to mutual flourishing and inclusiveness. The congregation draws (50%) from the parish and (50%) from other parts of the city and villages on the periphery. People are welcoming to newcomers. There is a substantial group of members whose commitment is longstanding but many of these are over retirement age. The attendance of younger people with families is more volatile, though some show a long-term commitment. Others come for a time with children who are choristers or servers, or who seek to qualify for entrance to Ripley St Thomas CE Academy by church attendance.

The Priory is a member of Churches Together in Lancaster and we are keen to nurture our ecumenical and inter faith relationships. This has been particularly welcomed for services such as Holocaust Memorial Day and International AIDS Day.

### The Liturgical and Musical Tradition

The Priory's pattern of worship has been established over many years. The Priory has latterly moved from a more central liberal spirituality to one that is more catholic and now includes a regular all age service. Choral music plays a large part in the weekly pattern of worship at Lancaster Priory.

The choirs (Children's Choir, Priory Choirs: Boys/Girls, Altos, Tenors and Basses and The Occasional Singers) are made up of local schoolchildren, volunteer adult singers, both men and women, Junior Choral Scholars in school Y10 and above, and Senior Choral Scholars drawn from Lancaster University and the University of Cumbria. Choral Scholars receive vocal tuition which is grant funded.

We are fortunate to have three organ scholarships funded by the Duchy of Lancaster, all taught by the Priory Organist.

### Pattern of Worship: Sunday

- 08.00 Holy Communion (Book of Common Prayer, said)
- 10.00 Sung Eucharist (contemporary language, All Age 2<sup>nd</sup> Sunday each month)
- 16.00 Families@Four (4<sup>th</sup> Sunday only)
- 18.30 Choral Evensong

### Monday to Saturday

- 08.00 Morning Prayer
- 10.15 Holy Communion, Book of Common Prayer (Tuesday)
- 17.00 Evening Prayer

The pattern of weekday eucharistic services is still rebuilding post pandemic and is under review. The Priory is a civic church for the city and county with a variety of civic services taking place each year.

The Priory is regularly used for occasional services (baptisms, weddings, funerals, services of thanksgiving) and services requested by voluntary groups (especially for school carol services during December). We see these evangelistic opportunities, in which we have an opportunity to proclaim the good news of Jesus Christ to a wider audience.

### The Music Department

The department consists of a Director of Music, a Priory Organist (Ian Pattinson FRCO), a volunteer librarian and choir chaperones. We also have a selection of singing teachers who work on a self-employed basis.



Gaia 2022



Palm Sunday 2022



Mother's Union 2022



Solidarity with Ukraine 2022



## Parish and People

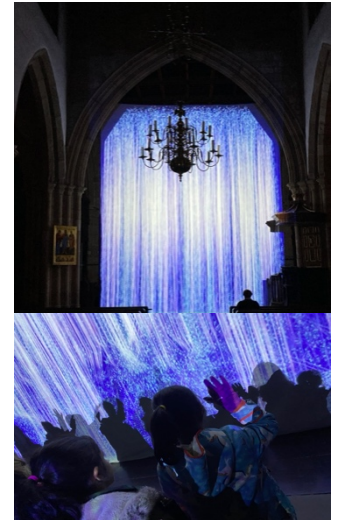


Lancaster St Mary (The Priory) is more commonly known as Lancaster Priory and is the Parish Church of St Mary, with St John and St Anne. It is one of England's major churches and one of the most significant churches in the north of the diocese (circa. 200 adults RWA).

The Priory plays a significant role in the larger cultural life of the city. It offers a substantial programme of concerts, recitals, lectures and other cultural events. The church is open 10 – 4 each day with a member of staff on site throughout.

The Priory currently employs an operations manager/head vergers, casual vergers and events staff, vicar's PA (who also coordinates events bookings), a community worker, director of music and an organist. All of the staff are part-time.

Lancaster Priory parish in the city of Lancaster is a parish containing both the ancient heart of the city and the Marsh Estate, which is a deprived social housing estate. Recent housing developments have also created a new owner-occupier estate, the 'New Marsh'. The parish population was 9,493 at the 2011 census but will now be higher. Although there are regular connections with the Marsh Estate through occasional offices the majority of the regular congregation are gathered from elsewhere. Since 2019 the Priory has employed a Community Worker on the Marsh with the help of Lottery funding. This has established social capital and continues to resource activities that respond to social need but the nature of the funding stream precludes this work from having an explicitly Christian content. The Priory Community Worker is collaborating with members of the congregation and some other churches and the Marsh Community Centre in developing and running activities which are predominantly community development and social justice based. These have evolved from a community consultation.



*Light Up Lancaster 2021*

The part of the parish known as The Marsh, one of the economically deprived areas of the parish, was previously served by a daughter church, St George's. This church, in an increasingly deteriorating condition, was closed some years ago. Some former members of St George's became regular worshippers at the Priory but since the closure of St George's, the Priory presence on the Marsh has been minimal. Nevertheless, the Priory is host to many well attended baptisms, weddings and funerals from the area, which provide valuable opportunities for evangelism and discipleship.

The Priory community is inclusive and aims to offer a welcome to all irrespective of age, disability, ethnicity, gender, gender identity, or sexuality. There is a faithful and able core congregation supported by a number of retired clergy, licensed lay ministers and employees. The vicar has recently formed a new ministry team consisting of 3 LLMs, a community worker and a curate. It is hoped that a larger pastoral care team will be formed in the Autumn.

There is currently two churchwardens and one assistant warden, who enjoy the support of a 20 strong PCC and between them participate in most of the church's activities and committees. Active PCC groups are engaged with prayer and spiritual growth, fabric repair and maintenance, resources, environmental issues, and world & community issues. There are many other groups active within the congregation that meet for different purposes such as bible study, spirituality and prayer, social interaction, supporting the homeless and promoting community cohesion.

The Priory Youth Groups are led by the vicar working together with others. These are two groups, one younger (Sunday Knights) and another older group (Pilgrims), both small but stable. A renewed young church meets in term time apart from on All Age Sundays and is resourced by a significant lay team. The vicar has begun to explore what work with students might look like but as yet there is no regular activity.



The Priory has had a season of focus on the discipleship and spirituality of its existing congregation and has a renewed sense of urgency to engage in more evangelistic outreach to its parish.

## The City of Lancaster

Lancaster is situated in the north west of England and stands on the banks of the River Lune. To the west lies Morecambe Bay, to the east the hills of the Forest of Bowland and Yorkshire Dales, to the south Preston, Blackpool and the Fylde and to the north the Lake District. Lancaster’s magnificent castle and the ancient Priory church command a prominent position overlooking the River Lune, set among fine Georgian buildings and Roman and Saxon remains. This conservation area has stunning views across Morecambe Bay to the Lakeland hills from both the church grounds and the adjacent vicarage.

Transport links are good – the West Coast main line offers easy travel to Manchester, London and Glasgow etc., and the M6 connects us north and south. The nearest airports are Manchester, Liverpool and Leeds.

The city of Lancaster and its surrounding villages has a population of around 146,038. Its main employers are education and health, especially the Royal Lancaster Infirmary and Lancaster University, one of the UK’s top ten universities. There is also the main campus of a second university, the University of Cumbria. The presence of large numbers of students in the city creates a vibrant and lively atmosphere.

The shopping centre, bus and railway stations are within a short walk of the church and a network of cycle paths is easily accessible.

Culturally, Lancaster has a thriving music scene spanning the spectrum of classical through folk, jazz and rock. There are two theatres, a cinema and art house cinema. Annual festivals of literature, jazz and Light up Lancaster are well attended.

### Schools

There are 2 primary schools within the parish, Dallas Road CP and Willow Lane CP, and a Steiner School. The church enjoys good links with both primary schools – children from them have taken part in ‘sing-a-long’ events in church in previous years. Lancaster has a high achieving and successful church secondary school – Ripley St Thomas Church of England Academy. Many Ripley children attend the Priory and end of term services and Awards Evening are also held in the church. Ripley School has a chapel which has a Chapel choir that sings Evensong fortnightly during Term time. Whilst we do not provide musical support for this, the vicar is a regular officiant. Many children in the Priory choir are Ripley students. Places at Ripley are in great demand and many families attend the Priory in the hope of securing admission. Lancaster Girls’ Grammar School is also within the parish.



*Lancaster, photograph by Darren Andrews, used with permission.*

## Role Description

This Role Description should be read in conjunction with the application pack.

### General Responsibilities

The DoM will develop and maintain good relationships and communication with the clergy, Priory staff, volunteers and chorister parents, including the following responsibilities:

- To direct the Priory choir.
- To develop and administer a schedule to rehearse the choristers.
- To have oversight of the training of probationer choristers in co-operation with the Choral and Organ Scholars where appropriate.
- To exercise appropriate pastoral care for the choristers, and relate well to their parents.
- To take primary responsibility for a regular and well-planned programme of recruitment for new choristers, choral scholars and adults.
- To have strategic oversight of the development and direction of voluntary choral singing in the Priory.
- To model excellence in choral and other accompaniment, voluntaries, improvisation and liturgical playing as appropriate.
- To play for required services and/or ensure that appropriate cover is in place and to take a share in general organ responsibilities e.g. organ recitals, visiting organists etc.
- To line-manage the Organist and Organ Scholars, delegating tasks to them as appropriate, with their long-term development in mind.
- To grow and develop an enthusiastic music department, which embraces and resources a diversity of musical styles.
- To have oversight of the Priory music library and support the voluntary librarian.
- To advise the Parochial Church Council (PCC) on matters affecting the music department and its development and sustainability.
- To co-ordinate and deliver the general administrative work of the music department.
- To attend meetings (e.g. Music Trust/PCC) as appropriate.
- To undertake such additional duties as reasonably required by the Vicar.

### Missional Responsibilities

- To develop a sustainable structure and clear goals to enable the music department to play its part in the delivery of the vision and strategy of the Priory.
- To develop a programme to deliver outreach work, including visits to schools and participation in concerts.
- To represent the Priory as required with appropriate National and Regional Associations, as agreed with the Vicar.

### Training and Development

The job is broad enough to allow the skills of the candidate to be encouraged and developed in many ways. There will be the opportunity to develop personal and musical skills. There will be support and encouragement to engage with Professional Development and in seeking out training and development opportunities.

### 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 Priory. The successful candidate will be required to undertake regular mandatory training and adhere 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.

## Person Specification

We are seeking a musician who will have:

### Essential

- A commitment to the Vision of Lancaster Priory as under development by the PCC.
- Keyboard skills with the ability to accompany rehearsals and services as a minimum
- An interest in, or up-to-date knowledge of church liturgy.
- A talented musician in sympathy with the worship, ministry and ethos of Lancaster Priory.
- Experience of and an ability to engage, train and inspire a choir including singers of all ages.
- A practising Christian who will help create a department where the Christian Faith is central to the overall development of children, young people and adults.
- Flexibility and positivity towards the development of a wide range of musical and liturgical styles.
- A good communicator who can inspire choristers, professional and amateur musicians alike and who can also relate well to non-musicians.
- A maturity of character and a good sense of humour.
- An ability to stay calm under pressure.
- A willingness to take on board constructive feedback and adapt and grow in the role.
- An efficient and reliable administrator with a working knowledge of MS Office.
- An ability to work to a limited budget and to support the work of the fundraising coordinator via specialist knowledge and musical fundraising events.
- Commitment to the full inclusion of all, with special regard to age, gender identity, sexuality, religion, economic status, social class, and ethnicity.
- A commitment to current Safeguarding culture and procedures.

### Desirable

- A Music Degree.
- FRCO /ARCO or Equivalent.
- Major Church experience.
- An ability to type-set music.
- Experience of using ChurchSuite or another data management system.

## Working Patterns

The DoM will work 16 hours a week. Some flexibility with working hours will be required, in the knowledge that some working weeks will be busier than others.

## Terms and Conditions

The DoM is accountable to the Vicar (or Chair of the PCC in their absence) for all matters relating to their terms and conditions of employment.

There is no accommodation available with this post.

The Annual leave allowance for this post is 89.6 hours including allowance for Bank Holidays. This is the equivalent 5.6 weeks of 16 hours.

Annual leave around Christmas, Easter and during the Summer are agreed in advance, as is leave during half-term holidays.

The remuneration for this post is £25,480 annual salary (£11,648 pro rata for a 16-hour week). The annual leave entitlement for this post should be taken outside choir terms.

The post-holder will be enrolled in the NEST Pension Scheme from the commencement of employment.

Offer of the position will be subject to satisfactory references, the completion of a self-declaration form, an 'Enhanced plus barred lists' DBS disclosure and the agreement to abide by Lancaster Priory's safeguarding policy.

There will be a probationary period of six months.

Full terms and conditions of employment are described in the Written Statement of Particulars of Employment.



## How to apply

Please use the application form, C.V. will not be accepted.  
The deadline for applications is midnight on the 5th of June.

Please send applications to:  
[vicar@lancasterpriory.org](mailto:vicar@lancasterpriory.org)

## Interviews

Interviews will take place in Lancaster on the 23rd of June.

Shortlisted candidates will be asked to prepare a 10 minute presentation for the formal interview.  
They will also be asked to direct a short rehearsal with the children, and the full choir.  
They will be asked to prepare a voluntary and undertake a sightreading and improvisation test.