



WORTH ABBEY

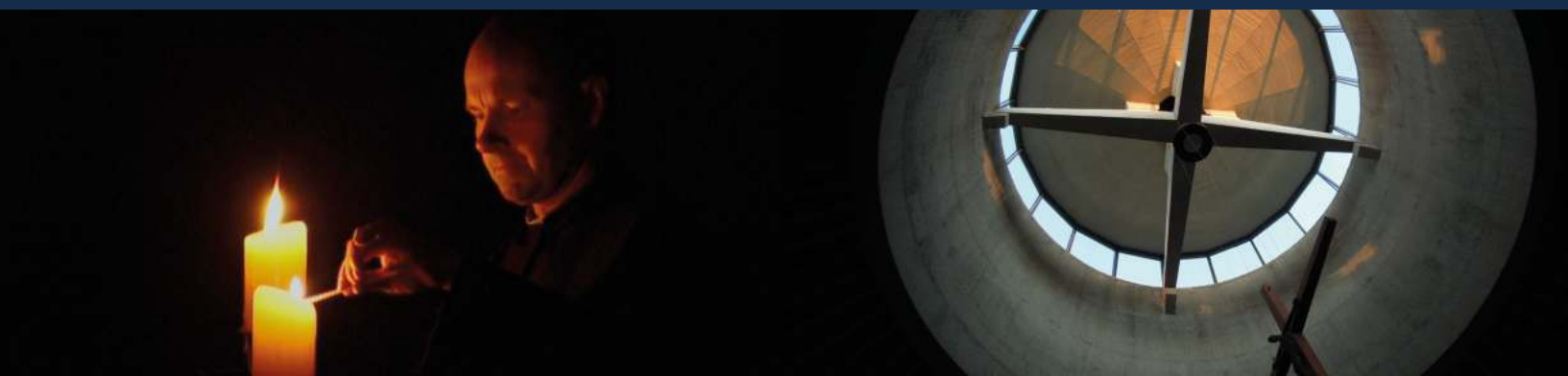


DIRECTOR OF MUSIC & MONASTIC ORGANIST





## AN EXCITING AND UNIQUE OPPORTUNITY DIRECTOR OF MUSIC & MONASTIC ORGANIST



Worth Abbey is a Community of English Benedictine monks living a life of Prayer & Hospitality – with a vibrant Parish and Retreat House.

### **The role**

An exciting and unique opportunity has arisen to join Worth Abbey as Abbey Director of Music & Monastic Organist. This is a key role within the Abbey, managing and developing the provision of Music at Sunday morning Mass at Worth Abbey (including at major feasts), in particular taking responsibility for the recruitment and development of the existing choir and accompanying the Monastic Community in their celebration of the daily Divine Office.

### **What we're looking for**

We are seeking a musician who has a positive outlook, a passion for music and a proven track record in delivering liturgical music and recruiting singers. The successful applicant will be well organised, energetic and will be ready for a new challenge starting September 2022 or as soon thereafter as possible.

### **What we're offering**

In return we offer a generous package, £25,000 and rent-free accommodation (a 4-bedroomed house on site) set in 500 acres of outstanding Sussex countryside. This is a part time role (0.7 fte).

For more details and how to apply contact Fr David Jarmy OSB on 01342 710304 or email [djarmy@worth.org.uk](mailto:djarmy@worth.org.uk) or go to <https://worthschool.org.uk/vacancies/> to download the application pack.

We welcome your application. Closing date: **Monday 4 July 2022**

# JOB DESCRIPTION: DIRECTOR OF MUSIC & MONASTIC ORGANIST

REPORTING TO: Monastic Choirmaster/Parish Priest

**JOB PURPOSE:** To manage and develop the provision of Music at Sunday morning Mass at Worth Abbey (including at major feasts), in particular taking responsibility for the recruitment and development of a choir and liaising with the organist. To manage the rota of cantors singing at Saturday evening mass and holiday periods. To play for the Monastic Offices of Lauds, Vespers and Monastic Mass, with some flexibility possible on working pattern.

## KEY RESPONSIBILITIES

- Recruit and maintain a choir to provide choral music (currently two motets, a congregational mass setting, hymns, psalms etc.) at Sunday morning Mass (9.30am) at Worth Abbey and at major feasts (Christmas Midnight Mass, Holy Week).
- Play the organ as accompanist at the Monastic Services of Lauds, Mass and Vespers Monday-Thursday and Saturday-Sunday.
- Manage the provision of music at other major services in the monastery (e.g. services of solemn profession, monastic funerals).
- Actively pursue strategies for recruitment to the choir, including via personal contacts, social media, online marketing, outreach to local schools etc. arranging appropriate rehearsal schedule
- Manage the rota of cantors singing at Saturday evening mass throughout the year.
- Work with the liturgy planning group to plan and select appropriate music (including hymns and choir pieces) for Mass throughout the church year.
- Develop a strategy for the development of Worth as a centre of excellence for Roman Catholic Liturgy and Church Music.
- Support the musical formation and development of the monks through leading occasional monastery choir practices and arranging singing lessons.
- Manage the choir music library at Worth.
- Liaise with the Worth Abbey Organist to ensure appropriate accompaniment at all major Sunday services and Feasts.
- Liaise with the parish priest regarding the provision of music for weddings and funerals in the Abbey (separate fees would be payable to direct a choir at any weddings and funerals where one is required).

This is a part-time position working around 10 hours per week (Director of Music duties) and 15 hours per week (Monastic Organist duties). The Director of Music will be required to attend Mass on Sunday morning to direct the choir and at present take the choir practice beforehand.

This amounts to around 2 hours. Some of the remainder of the Director of Music's time can be spent working remotely. The Director of Music will be required to attend the weekly Liturgy Planning Meeting (around 45 minutes) and this can be arranged at a mutually convenient time for the Director of Music and Monastic Choirmaster. The Director of Music will not be required to attend Sunday Mass during choir holidays (the month of August, the two Sundays after Christmas Day, the two Sundays after Easter Sunday). There will be some flexibility to the Director of Music's commitments at Monastic Office to enable the postholder to be involved in concerts/recitals/outreach events outside the abbey, but the usual pattern will be Lauds (7.30am) Mass (5.30pm) and Vespers (6.45pm) on Monday-Thursday and Saturday and Sunday, with Mass happening at 9.00am on Saturday and 9.30am on Sunday and Solemn Vespers at 6.00pm on Sunday.

## **GENERAL REQUIREMENTS**

- 1) Adhere to and always ensure compliance with the school's Child Protection Policy. If, while carrying out the duties of the post, the post-holder becomes aware of any actual or potential risk(s) to the safety or welfare of children in the school, these concerns must be reported to the school's Designated Safeguarding Lead or the Head Master.
- 2) Ensure the provision of a safe and secure working environment, in keeping with legal requirements. Maintain discipline in accordance with the school's procedures and encouraging good practice regarding punctuality, behaviour, standards of work and homework.
- 3) Comply with both Worth Abbey and Worth School departmental Health and Safety policies, procedures, and risk assessments.
- 4) Actively contribute to the continuous improvement process and the ongoing development of a quality culture, for example, changing behaviour and identifying and implementing improvements to processes and activities, and encourage others to do the same.
- 5) Conduct from time to time, any other duties as may be required but within the scope of this job description.

## PERSONAL SPECIFICATION

Area	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Formal qualifications in Music (e.g. Music Degree or Music Diplomas).</li> <li>Formal qualifications as an Organist (e.g. Cert RCO/ARCO/FRCO or Conservatoire Degree).</li> </ul>	<ul style="list-style-type: none"> <li>Formal qualification in Choral Direction (e.g. Dip ABRSM, RCO Dip CHD, MMus Choral Direction).</li> <li>Organist to FRCO standard.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of choral direction.</li> <li>Experience of recruiting and developing a choir.</li> <li>Experience of running music within a liturgical context.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working within the Roman Catholic Liturgy.</li> </ul>
<b>Knowledge / Technical/ Work-based Skills</b>	<ul style="list-style-type: none"> <li>Proficient choral director.</li> <li>Proficient organist</li> <li>Proficiency as a pianist to be able to run a rehearsal if no rehearsal pianist is available.</li> <li>Wide knowledge of the choral repertoire.</li> <li>Knowledge of church music from the Roman Catholic and Anglican traditions.</li> <li>Secure understanding of music theory, to be able to lead a choir.</li> <li>Ability to understand and adhere to Vulnerable Adult, Child Protection and Safeguarding legislation.</li> <li>Basic proficiency in Microsoft Office software (e.g. Word, Excel etc.).</li> <li>Effective communicator via email and in person.</li> <li>Experience in using various channels for recruitment, including via social media, websites and other advertising.</li> </ul>	<ul style="list-style-type: none"> <li>Experience in using Music Technology software (in particular notation software such as Sibelius) and hardware.</li> <li>Ability as a singer.</li> <li>Ability to harmonise and arrange church music.</li> <li>Awareness of contemporary Catholic liturgical theory and practice.</li> </ul>

Area	Essential	Desirable
<b>General Skills/ Attributes</b>	<ul style="list-style-type: none"> <li>• Excellent organisation skills.</li> <li>• Punctual and reliable.</li> <li>• Self-motivated, with the ability to be flexible and adapt to the changing needs and demands of the organisation.</li> <li>• Ability to respond and adapt to feedback and work as part of a team effectively.</li> <li>• Leadership – able to define and articulate a vision for the provision of Music at Worth Abbey.</li> <li>• Interest in church music and liturgy.</li> </ul>	
<b>Values</b>	<ul style="list-style-type: none"> <li>• Able to be sympathetic to and uphold the Catholic and Benedictine ethos of Worth Abbey</li> </ul>	<ul style="list-style-type: none"> <li>• Practicing Roman Catholic or other Christian tradition.</li> </ul>