



LINCOLN
CATHEDRAL

Application Pack

Choral Scholar

December 2019



About Lincoln Cathedral

The Corporate Body of the Cathedral Church of the Blessed Virgin Mary of Lincoln (to give it its proper title) is first and foremost a church, the seat of the Bishop of Lincoln and a centre of worship and mission led by the Cathedral Chapter. A minimum of three services take place each day of the year. It is the principal 'mother' church of Lincolnshire and holds many of the county-wide services of celebration, commemoration and memorial. Lincoln Cathedral is a place of pilgrimage, where people come to seek God, to learn more about faith, or to take time out of a busy day for quiet reflection. It is a place of welcome and hospitality where all of any faith or no faith are encouraged to feel at home.

There is a real richness and variety in the way the Cathedral building is used. We welcome thousands of visitors from across the world, and provide floor, tower and roof tours throughout the year. Many hundreds of children visit during our annual schools' festivals; Church Schools Festival, Infant Schools Festival, Secondary Schools Festival and we offer schools' tours and trails throughout the academic year. Significant musical and dramatic events take place, whether it is a visit from the Hallé Orchestra; or the thought provoking musical Jekyll & Hyde; Mystery Plays; or international pop musician Ian Anderson, of Jethro Tull fame, coming to perform.

Lincoln Cathedral is an exceptional building that was meant to inspire and it does so. We rely on an exceptional body of employees and volunteers to ensure that the full range of its activities is known to the external world.

Role Summary

Choral scholarships are available to post A-level students wishing to take a gap year between school and university, students of the University of Lincoln or Bishop Grosseteste University during their studies or to recent graduates wishing to broaden their singing experience with a view to future singing work. Scholars are appointed for a year, renewable by mutual agreement.

Main Particulars of the Post

Salary: The Salary for Choral Scholars is currently £4777 per annum. This is reviewed annually at the discretion of Chapter. Additionally Choral Scholars receive a housing allowance, currently £2,000, over the period of the employment contract. In the event that a Cathedral property is supplied for Choral Scholar use an equivalent deduction is made to cover rent, council tax and utilities costs.

Contract: Temporary for one year but can be renewable by mutual agreement up to two years.

Location: 16 Minster Yard

Accountable to: Director of Music

Pension: All eligible employees will be automatically enrolled in the Pension Builder 2014 section of the Church Workers Pension Scheme operated by the Church of England Pensions Board

Holidays: Choral Scholars are entitled to annual leave at the same points in the year at which the choristers take theirs, and which are to be taken as directed by the schedule of services set out in the Cathedral Choir Diary. This equates to a minimum of 80 days annual leave, in each employment year. Choral Scholars are required to work until after Evensong on Christmas Day and on Easter Day.

Other: All posts are offered subject to enhanced DBS check.

Key Accountabilities

1. To sing as directed at the services defined within the employment contract.
2. To attend all rehearsals associated with the performance of services and events.
3. To maintain a high standard of performance and one commensurate with the choral tradition of Lincoln Cathedral.
4. Through personal practice, study and appropriate lifestyle to keep your voice in a condition appropriate to the above tasks.
5. To be available for choir tours and additional services or events as scheduled (unless personal circumstances prevent availability) whenever possible.
6. To be an ambassador for Lincoln Cathedral and a positive role model for choristers.
7. To be familiar with and abide by the Cathedral's policies and procedures in relation to the Safeguarding of Children and Vulnerable Adults.
8. To be familiar with and abide by the Cathedral's other policies and procedures, particularly in relation to the media and social media.
9. To be a duty chaperone for the boys and girls before and after choir rehearsals as required (usually Monday, Tuesday, Thursday and Friday mornings and afternoons).
10. To attend safeguarding training as directed by the Cathedral both at commencement of and during employment.

Services:

- Evensong on Tuesday, Thursday, Friday, Saturday (all 1730) Sunday (1545)
- Sung Eucharist on Sunday (0930) Mattins on Sunday (1115)

Rehearsals:

- Monday 1720 – 180
- Tuesday, Thursday and Friday 1655
- Saturday 1615
- Sunday 0900 and 1500

Chaperoning:

To chaperone choristers to and from school as follows:

- Monday, Tuesday, Thursday and Friday 08.30 - 09.15 hrs approx.
- Monday, Tuesday, Thursday and Friday 14.45 - 16.30 hrs approx.

Occasional events:

The choir diary is published during the previous term. The commitment involves a certain number of concerts per year (on average, one per term) and Choral Scholars are expected to sing at one event per term “without additional fee” to assist with the Cathedral’s fundraising needs.

Fees:

Fees are payable for any occasional office (weddings, funerals etc.), broadcasts and recordings in which a Choral Scholar participates.

Singing Lessons:

Choral Scholars are required to take all reasonable care of their voices. Regular singing lessons are provided by the Cathedral, and Choral Scholars are expected to attend these on each occasion. Our current provision is that the tutor comes to Lincoln about eight times each year.

Health and Safety:

All employees are required to work with the Cathedral’s Health and Safety Policy. The Cathedral operates a strict no smoking policy and this applies in the Cathedral and its ancillary buildings as well as in the scholars’ house.

Code of practice:

A code of practice is in place and Choral Scholars are expected to abide by it at all times. Further details are contained within this application pack.

Interview and selection process

Please submit your application using the application form.

Closing date for applications: Wednesday 18 December 2019

Audition date: Friday 17 January 2020

Applications by email to: Email: music@lincolncathedral.com

CHORAL SCHOLAR CODE OF PRACTICE

1. Worship and Ministry

Choral Scholars are committed to the solemn worship of God.

2. Timetable

The timetable, known as the 'Choir Diary' is produced term by term. Where possible, it will include advance dates for the following twelve months in order to assist forward planning.

3. Absence

3.1 Sickness absence is dealt with on page 19 of the Staff Handbook.

3.2 Leave of absence for any reason is at the absolute discretion of the Director of Music or the Assistant Director of Music.

4. Deportment

4.1 Choral Scholars are expected to set an appropriate example in the Cathedral in terms of dress, demeanour and behaviour.

4.2 They must be an ambassador for the Cathedral and a positive role model for choristers.

4.3 Black shoes and ties are required for all services. White shirts are required at weekend services.

4.4 It is important that rehearsals begin punctually. Choral Scholars must arrive in good time, and be ready to begin at the stated time.

4.5 Choral Scholars must arrive at rehearsals fully consonant with the music to be sung.

5. Safeguarding

5.1 Choral Scholars must be familiar with and abide by the Cathedral's policies and procedures in relation to the Safeguarding of Children and Vulnerable Adults.

5.2 Choral Scholars are required to attend safeguarding training as directed by the Cathedral both at commencement of and during employment.

5.3 Choral Scholars must not become involved in a close personal relationship with any person under the age of 18. Any such relationship will be treated as a matter of professional misconduct and may lead to dismissal.