



Application Pack

Stone Mason

October 2021



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, at least one of which is usually sung by the Cathedral's renowned choir. 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, significant musical and drama events take place during the year along with a range of lectures and talks covering a wide range of topics.

Set in the historic Old Deanery, and overlooking the beautifully landscaped Dean's Green, Lincoln Cathedral Café has delicious food and drinks, bright modern interiors, and a wonderfully welcoming atmosphere. Lincoln Cathedral shop has long been popular with visitors, but now with a contemporary new space in the visitor centre, a stunning boutique look and entrance direct from the Dean's Green. Alongside the café and shop, a suite of community meeting rooms is available for use and hire and a learning suite, discovery centre and exhibition gallery later in the year.

We welcome thousands of visitors from across the world to the Cathedral annually 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. 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.

The Cathedral Works Department are employed by Dean and Chapter to conserve and restore the fabric of the Cathedral and Close Property portfolio. A specialist team of highly skilled crafts men and women in stone masonry, architectural conservation, joinery and glazing conserve the building all year round.

This work is an annual programme of planned and reactive maintenance. Traditional heritage skills and modern construction maintenance combines to ensure that the buildings remain operational for the primary purposes set out above.

Our Mission

The diocesan mission statement is to be faithful and confident. As we support the bishop in mission we will build on this as we seek; Joyfully to proclaim the love of God in worship, outreach, service and welcome to all, and to faithfully exercise our role as custodians of a sacred heritage building.

Our Purpose

- To advance the Christian religion in accordance with the faith and practice of the Church of England, by furthering the mission of the Church of England
- To care for and conserve the fabric and structure of the cathedral building
- To advance any other charitable purposes which are ancillary to the furtherance of the purpose referred to above

Our Values

Our values reflect the qualities we believe are essential to our life and work, and will help guide us to achieve our objectives, and demonstrate Christian faith and witness as we progress a culture of mutual flourishing, respect and a shared endeavour, that is inspired and challenged by the Gospel.

- Inclusive
- Trustworthy
- Kind
- Collaborative
- Flexible
- Accountable
- Pro-active to change

Organisation, Management and Governance

Lincoln Cathedral is governed by Chapter with support and oversight from the Cathedral Council and college of Canons. The Chapter is responsible for all aspects of the day-to-day management of the Cathedral. Chapter comprises the Dean, three Residentiary Canons, a non-residentiary clergy member from the college of canons, and currently four Lay members with a breadth of business experience. The Senior Executive Team, chaired and led by the Dean, comprises the Chapter Clerk/Chief Operating Officer, the Residentiary Canons, and the Directors. The Team meets regularly to review performance against business plans and strategic objectives and to discuss operational activities.

Job Description

Job Title:	Stone Mason
Department:	Works Department
Reporting to:	Head Stone Mason
<p>Job Purpose:</p> <p>The Masonry team is managed by the Head of Masonry and Head of Conservation to serve the primary purpose of the Cathedral Works Department, restoration and conservation of the cathedral fabric and close property portfolio. Stone masons undertake banking, fixing, conservation cleaning and carving duties in line with complex works programmes designed and delegated from the Cathedral Architect (Surveyor of the Fabric) and Director of Works and Property, following recommendations made in the Quinquennial Inspection report. Stone masons will work in the mason's workshop on bankers carving profiled stones to suit project cutting lists, fixing on scaffolded sites around the cathedral, lime mortar repairs and pointing, conservation cleaning with various wet and dry methods and carving of unique sections should they be experienced enough to do so.</p> <p>High standards of workmanship, health and safety consideration and conservation ethic are essential for the privileged position of Stone Mason on one of the UK's most prestigious medieval buildings.</p>	
<p>Care of the building and objects</p> <ul style="list-style-type: none"> • Carry out banker mason duties in the Works Department workshop, off site production facility and mobile site workshops if necessary. • Carry out fixer mason duties on site. Sites will include ground level and substantial scaffolded structures (working at height is essential). Must be physically capable of lifting masonry and of good health with free movement due to sometimes restricted spaces. • Carry out conservation cleaning including air abrasives, high pressure steam cleaning and have the ability and willingness to learn new techniques which will be driven by conservation principles and ethics. • Carry out mortar repairs, pointing, shelter coating, limewashing, plastering and rendering where necessary. The ability to learn new skills where appropriate to benefit the team and deliver the project. • Carry out carving duties appropriate to your ability, allocated and set out by the Head of Masonry. Ability to learn new skills and sometimes work alongside external carvers and masons to improve carving capability and capacity. • Be able to read schedules, specifications, and programmes of work. Transfer project information to practical application and deliver projects in line with the project aims. • Take measurements on site, read cutting lists and prepare material schedules from project information and site circumstances. • Carry out setting out as allocated and set out by the Head of Masonry. • If required, use sawing equipment in the production facility and on-site saws to aid project continuity. Work will be alongside Head of Masonry and Production Manager. 	

- General organisation of work duties including use of tools, plant, PPE, materials, and consumables in line with project delivery.

Health and Safety

- As a representative of the Cathedral organisation the most exemplary behaviour is required. When wearing liveried uniform and/or within the cathedral vicinity, language, behaviour and personal presentation must be in line with this expectation.
- Be responsible for ensuring that the Cathedral is kept in safe order and setting an example for the Works Department team. Housekeeping is a minimum requirement and should always be exceptional.
- Working to CDM regulations in all pre-construction and construction phased works around the estate.
- Training will be provided for health and safety qualifications where necessary. Staff are expected to undertake the minimum necessary statutory compliant qualifications and aim to exceed with relevant courses to improve project delivery and craft skill.

Team responsibilities

- At all times ensure that behaviour and conduct are compliant with the cathedrals mission, vision and purpose.
- Engage in regular team meetings and take part in the wider community and conversation.
- Project delivery is in line with expectation and budget constraints.
- Work with the rest of the Works department team to deliver the collective aim of being a conservation centre of excellence.
- Work alongside apprentices, improvers, trainees and foreign exchange students to share skills and enrich the heritage profession.
- Work to the highest practical standard achievable whilst observing project allocations, time scales and requirements. A considered blend of commercial productivity and high-end practise is required.

Additional responsibilities:

- Any other duties as may reasonably be required
- Ensure compliance with relevant legislation and statutory codes of practice, as advised
- To be aware of and follow the Cathedral's Safeguarding Policy
- Participate in Church of England Safeguarding training, as required.
- Participate in the arrangements for performance review and appraisal
- Ensure that professional skills are regularly updated through participation in training and development activities

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.

Person Specification

REQUIREMENTS The post holder must be able to demonstrate:	ESSENTIAL (E) DESIRABLE (D)
Education/Training: <ul style="list-style-type: none"> • Minimum Level 2 stone masonry qualification • CITB SSSTS or equivalent qualification • Cathedrals Workshop Fellowship Foundation Degree or equivalent • First aid qualification 	<p>E</p> <p>D</p> <p>D</p> <p>D</p>
Knowledge & Experience: <ul style="list-style-type: none"> • Minimum three years' experience in a banking and fixing stone masonry role in the heritage construction environment • Demonstratable experience on site with banking, fixing and cleaning skills. • Should skills be limited to either banking, fixing masonry or cleaning de demonstratable evidence that you can learn the new skills required to meet the person specification. Competencies: <ul style="list-style-type: none"> • Excellent verbal and written communication skills with the ability to communicate at all levels, within the organisation and externally. • Highly diplomatic with experience of dealing with a wide range of people. • Organisation, time management, prioritising and the ability to handle a complex, varied workload. • Analytical and problem-solving skills. Decision-making ability in a fast-paced environment. • Attention to detail but also the ability to see the implications for the bigger picture. • A good working knowledge and understanding of safeguarding principles and practices. • Demonstrates empathy for the vision, mission and values of Lincoln Cathedral. 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>

Main Particulars of the Post

Salary:	Up to £28,000 per annum dependent on experience
Contract:	Permanent
Location:	The Works Department, 28 Eastgate, LN2 4AA.
Accountable to:	Head of Masonry and Head of Conservation (Director of Works and Property)
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.
Working hours:	38.75 per week
Holidays:	33 days per annum inclusive of bank holidays
Other:	The post will be subject to two satisfactory references, and will require an enhanced DBS check.

Equality Statement

The Cathedral is committed to the principles of equality and diversity in employment and aims not to discriminate on grounds of gender, age, appearance, race, sexuality, class, ability, culture, nationality, political belief, trade union activity or religious belief.

It is the intention of the Cathedral Chapter to ensure that the principle outlined in the Equal Opportunities Policy are embedded into our planning, decisions and actions which extends to the treatment of job applicants, employees (including former employees) clients, visitors, and pilgrims.

To ensure that Chapter's Equality and Diversity policy is operating effectively (and for no other purpose) we maintain records of employee' and applicants' racial origins, gender and disability. Ongoing monitoring and regular analysis of such records provide the basis of appropriate action to eliminate unlawful direct and indirect discrimination and promote equality and diversity.

Safeguarding Statement

Every person has a value and dignity which comes directly from creation of all people in God's own image and likeness. Christians see this as fulfilled by God's re-creation of us in Christ. Among other things this implies a duty to value all people as having the Holy Spirit within them and therefore to protect them from harm.

We follow the policies adopted by the Church of England and Diocese of Lincoln. We are committed to:

- The care, nurture of, and respectful pastoral ministry with, all children, young people and all adults;
- The safeguarding and protection of all children, young people and adults when they are vulnerable;
- The establishing of safe, caring communities which provide a loving environment where there is "informed vigilance" as to the dangers of abuse

Interview and selection process

Please submit your application using the application form. A CV is not an acceptable substitute but may be attached as an additional document if you wish.

Closing date for applications: **noon on Wednesday 3 November 2021**

Interview date: **Wednesday 17 November 2021**

Applications by email to: recruitment@lincolncathedral.com