



LINCOLN
CATHEDRAL

Application Pack

Residential Second Bass or Alto Choral Scholar

October 2022



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 drink, bright modern interior, and a wonderfully welcoming atmosphere. Lincoln Cathedral shop has long been popular with visitors but is now set in a contemporary new space in the visitor centre, with 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 there is a learning suite, discovery centre and exhibition gallery.

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. We also offer schools' tours and trails throughout the academic year. Lincoln Cathedral is an exceptional building that was designed to inspire, and it continues to do so. We rely on an exceptional body of employees and volunteers to ensure that the full range of our activities is known beyond the Cathedral walls.

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 Leadership Team (SLT), chaired and led by the Chief Operating Officer, comprises the Dean, the Residentiary Canons, and the SLT. The Team meets regularly to review performance against business plans and strategic objectives and to discuss operational activities.

Role Summary

Residential 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 for a second year by mutual agreement. Choral Scholars take a full part in the singing duties of the cathedral choir and also support the Music Department by acting as chaperones for the choristers between rehearsals in the Song School and their own schools.

Main Particulars of the Post

Salary:	The Salary for Choral Scholars is currently £8,144 per annum, including statutory holiday pay. This is reviewed annually at the discretion of Chapter. In addition to this the remuneration package includes accommodation (including utility bills).
Contract:	Temporary until July 2023) but renewable by mutual agreement for a second year.
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 time without duties at the same points in the year at which the choristers take theirs, taken as directed by the schedule of services set out in the Cathedral Choir Diary. 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.

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

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 (this would usually involve Monday, Tuesday and Friday mornings and Tuesday, Thursday and Friday 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 5.30pm) Sunday (3.45pm)
- Sung Eucharist on Sunday (10am) and occasional other Sunday offices
- Choral Matins on Sunday may be resumed during the 2022-23 choir year

Rehearsals:

- Monday 5.15pm – 6.15pm
- Tuesday, Thursday and Friday 4.45pm
- Saturday 4.45pm
- Sunday 8.45am and 2.45pm

Chaperoning:

To chaperone choristers to and from school as required. The current programme includes:

- Monday, Tuesday and Friday 8.30am - 9.15am approx.
- Tuesday, Thursday and Friday 2.45pm – 4.30pm approx.

Prior to COVID, the schedule also included chorister chaperoning on Monday afternoons and Thursday mornings. It is anticipated that this may resume during the 2022-23 choir year, and choral scholars should be available for this duties should they be required.

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.

Lincoln Cathedral reserves the right to interview and appoint at any point during the recruitment process.

Applications by email to: recruitment@lincolncathedral.com

If you are invited for interview, you will be asked to produce evidence of your eligibility to work in the UK. Offers of employment are subject to satisfactory references, and, a Disclosure and Barring Service (DBS) check at enhanced level.

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.