



# Lincoln Cathedral Singing Partnership Lead

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August 2024



## About Lincoln Cathedral

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Lincoln Cathedral has been a striking presence above the city for more than 950 years. It is, first and foremost, a working church and hosts a minimum of three services every day of the year, at least one of which is usually sung by our world-renowned choir. It is the seat of the Bishop of Lincoln and the mother church of the diocese, and each year it hosts many county-wide services of celebration, commemoration and memorial.

It 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.

Lincoln Cathedral is also a world-class heritage visitor attraction, and hundreds of thousands of people visit annually to learn about the rich history of the building and the fascinating stories of the people that have brought it to life over the centuries. Our volunteer guides provide floor, roof, tower and other specialist tours throughout the year and the building plays host to a wide range of exhibitions, events and concerts.

The site also includes an award-winning visitor centre, featuring an exhibition gallery and discovery centre where visitors of all ages can delve deeper into the history of the Cathedral, a bright airy café, and the Cathedral shop. A purpose-built learning centre offers outstanding facilities for school visits and family activities, and a suite of community meeting rooms is available for organisations and individuals to hire.

Lincoln Cathedral is a centre of excellence for heritage skills and craft, with its own on-site works department comprised of stonemasons, glaziers, lead workers and joiners, all dedicated to the maintenance, restoration and repair of this internationally significant building.

An exceptional team of skilled staff and volunteers ensure that all who visit receive a warm welcome and an excellent experience, and work towards ensuring a sustainable future so that future generations can continue to enjoy the sacred space of Lincoln Cathedral.

## Our Mission

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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

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- 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 this purpose

## Our Values

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Our values reflect the qualities we believe are essential to our life and work, and which 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.

As an organisation, and individuals with in it, we are:

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

## Job Description

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<b>Job Title</b>	Lincoln Cathedral Singing Partnership Lead
<b>Department</b>	Liturgy and Music Department
<b>Line Manager</b>	Director of Music
<b>Location</b>	Primarily at the Song School, 16 Minster Yard, Lincoln, LN2 1PX - additionally at participating schools
<b>Contract</b>	Permanent part-time (term-time only)
<b>Salary</b>	£12,958 pro rata - £28,483 FTE
<b>Hours</b>	23 hours per week over 36 weeks per academic year  Core hours at the Song School: <ul style="list-style-type: none"><li>• Tuesday afternoon: 4pm - 5pm</li><li>• Friday morning: 7.55am - 12.30pm</li><li>• Saturday morning: 10.30am - 12noon</li></ul> Flexibility required for remaining hours divided between participant schools and Song School for admin purposes.
<b>Other</b>	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

**Job Purpose:**

- To prepare and deliver engaging choral workshops and tuition in local primary schools.
- To prepare children for performances within schools and in the cathedral.
- To work with schools to enhance their musical provision through singing.
- To select those with further potential to form choirs in their schools and to identify those for whom further development and opportunity might be an option.
- To instill a passion for singing and music-making in local schools.

**Key Responsibilities:**

- To work with the Director of Music and wider music team to establish strong links with (initially) four local schools.
- To provide weekly sessions of vocal training and coaching to Year 2 and Year 3 whole-class groups in each of the nominated schools.
- To establish and develop a school choir in each school, which prepares for termly performances in school (in collaboration with each school).
- To prepare the children in each of the schools for an annual concert in the cathedral combining those from each of the schools in the scheme.
- To lead in the training of the probationers and pre-probationers of Lincoln Cathedral and in the recruitment process for those children.
- To lead the Cathedral's Junior Choir: Ready Steady Choir! on Saturday mornings.

**Additional responsibilities:**

- To select appropriate repertoire and activities for each of the cohorts of children involved.
- To arrange timings and timetables for the sessions and for the performances given during the year.
- To work with colleagues to provide a high-level musical experience in each of the schools.
- To collaborate with other music leaders and accompanists.
- To provide all of the administration (preparation of materials, liaison with schools and teachers) to ensure the outreach project runs smoothly to the benefit of each school and its participating pupils.
- To provide feedback to the Director of Music, Cathedral SLT, funding bodies (as required) as the project progresses – to ensure sustainability and an ever-greater level of buy-in from those schools involved.
- To participate in the cathedral's chorister recruitment activities, including the annual 'Be A Chorister For A Day' event, 'Bring a Friend' events, school assemblies and choir auditions.

## Person Specification

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<b>Essential Criteria</b>
<b>Experience</b> <ol style="list-style-type: none"><li>1. Of singing at a professional level. A high level of personal vocal expertise will be required.</li><li>2. Experience of teaching and working with children.</li><li>3. Experience of accompanying singers in rehearsal to aid the teaching of new musical material.</li></ol>
<b>Skills:</b> <ol style="list-style-type: none"><li>4. High level vocal skills.</li><li>5. An ability to work encouragingly and collaboratively with large groups of children, maintaining a sense of purpose, but also maintaining both discipline and momentum.</li><li>6. A high level of communication, both on a personal one-to-one basis and in written form (emails etc.)</li><li>7. Knowledge of working with young voices.</li><li>8. A willingness to learn from and be guided by others already proficient in this specialist area.</li></ol>
<b>Desirable Criteria</b>
<ol style="list-style-type: none"><li>9. An ability to play the piano to a sufficient standard to support singing.</li><li>10. Previous experience of working with junior-school-aged children.</li><li>11. Experience of making music at a professional level in a range of different contexts.</li><li>12. A teaching qualification.</li><li>13. The ability to drive.</li></ol>
<b>Education/Training:</b>
<ul style="list-style-type: none"><li>• No specific educational history is required.</li><li>• Training in this type of work will be provided.</li><li>• Safeguarding training will need to be undertaken and completed, including training for working closely and extensively with children.</li><li>• Enhanced DBS clearance is required for this role.</li></ul>

## **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: Until filled.**

**Interview date: To be confirmed.**

**Applications by email to:** [recruitment@lincolncathedral.com](mailto:recruitment@lincolncathedral.com)

- Lincoln Cathedral is committed to the safer recruitment process
- Lincoln Cathedral is committed to the safeguarding and welfare of all children, young people and adults who may be involved in and/or visit the Cathedral.
- Offers of employment are subject to providing proof of the right to work in the UK, satisfactory references, and, where appropriate, a Disclosure and Barring Service (DBS) check at enhanced level.

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

### **Health & Safety:**

Under the Health and Safety at Work Act 1974, whilst at work, you must take reasonable care for your own health & safety and that of any other person who may be affected by your acts or omissions. In addition, you must cooperate with the Organisation on health & safety and not interfere with, or misuse, anything provided for your health, safety, or welfare.

### **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.

### **Inclusivity and Diversity:**

Lincoln Cathedral is committed to building an inclusive and varied workplace, welcoming people from all backgrounds. All staff are expected to be compliant with all legislation, best practice and the values of the Cathedral.

### **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.