



# Application Pack

## Painter and Decorator

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April 2025



## 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

## The Works Department

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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.

## Job Description

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<b>Job Title</b>	Painter & Decorator
<b>Department</b>	Works Department
<b>Line Manager</b>	Head of Joinery
<b>Location</b>	The Works Department, Lincoln Cathedral
<b>Contract</b>	Permanent
<b>Salary</b>	£24,500 - £27,500 - dependent upon experience
<b>Hours</b>	Full Time - 38.75
<b>Holidays</b>	33 days per annum inclusive of bank holidays
<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.
<b>Job Purpose</b>  <p>Painters and Decorators undertake all decoration works across the estate and some supplementary duties in line with complex works programmes designed and delegated from the Cathedral Architect (Surveyor of the Fabric) and Clerk of Works, following recommendations made in the Quinquennial Inspection report. Painters and Decorators will be on site, whether internal or external scaffolded sites around the cathedral and close property portfolio. Works on site are varied and include window, door external repairs, full renovation programmes and reactive maintenance works.</p>	
<b>Key Responsibilities: - Care of the building and objects</b> <ul style="list-style-type: none"> <li>• Carry out all Painting and Decorating works across the estate on sites as necessary.</li> <li>• Carry out painting, decorating and some supplementary duties on site. Sites will include ground level and substantial scaffolded structures (working at height is essential). Must be physically capable of lifting materials and equipment and of good health with free movement due to sometimes restricted spaces.</li> <li>• Work with other trades on site to ensure smooth project delivery in line with the programme of works. Work with subcontracted trades including mechanical, electrical and roofing specifically to transition from first to second fix as quickly and effectively as possible.</li> <li>• 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.</li> <li>• Take measurements on site, read and prepare material schedules from project information and site circumstances.</li> </ul>	

- All manner of decoration works will be undertaken including traditional and modern paint application, limewashing, distemper, emulsions, satins and gloss. Wall papers, hangings and other applied finishes will be required. Specialist decoration including gilding, and integration of painted finishes can be part of specialist projects and may be part of the wider conservation scope.
- Surface preparation is critical to exemplary finishes, including epoxy fillers, surface preparation with abrasives and specialist fillers where required. Calcium carbonate fillers for internal walls are commonplace and should be able to fill large areas swiftly and to meet the overall aesthetic of the heritage setting.
- Plastering and rendering maybe required for larger areas. Training can be provided but it is expected to be adopted to assist project delivery.
- General plumbing skills to remove radiators and the like is expected to ensure all areas are accessible during works.
- 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 livered 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.

### **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.

*Training will be provided for health and safety qualifications where necessary..*

## Personal Specification

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Essential
<ol style="list-style-type: none"><li>1. Minimum Level 2 NVQ qualification in painting and decorating.</li><li>2. Experience in a decorating role in a commercial environment. Other ancillary trade skills would be an advantage.</li><li>3. Should skills be limited to a particular decoration skill, demonstratable evidence that you can learn the new skills required to meet the person specification.</li><li>4. 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.</li><li>5. Organisation, time management, prioritising and the ability to handle a complex, varied workload.</li><li>6. Analytical and problem-solving skills. Decision-making ability in a fast-paced environment.</li><li>7. Attention to detail but also the ability to see the implications for the bigger picture.</li><li>8. A good working knowledge and understanding of safeguarding principles and practices.</li><li>9. Demonstrates empathy for the vision, mission and values of Lincoln Cathedral.</li></ol>
Desirable
<ol style="list-style-type: none"><li>10. CITB SSSTS or equivalent qualification</li><li>11. Work experience in a heritage environment.</li><li>12. First aid qualification</li></ol>

## Interview and selection process

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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:** Open until filled

**Interview date:** Actively interviewing

**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 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.