



Weaving Jesus into the rich fabric of the city and beyond

**Sub-Organist and
Assistant Director of Music**



 THE CHURCH
OF ENGLAND

Diocese of Leeds

An introduction by the Dean

Thank you very much for showing your interest in the post of Sub-Organist and Assistant Director of Music at Bradford Cathedral.

Going into Bradford City of Culture 2025, as a Cathedral, our ambition (as outlined in the [2023 vision document](#)) is that our worship will be known for its beauty and diversity in the Anglican Diocese of Leeds: grounded in the English choral tradition, it will be an exemplar of Church of England worship that values and weaves together culturally rooted expressions of faith from across the Anglican Communion. We seek to bring people to the Christian faith through worship and music of the highest quality.

Bradford Cathedral has a thriving musical tradition. The ninety children and adults in our choirs come to the Cathedral to sing at four choral services each week. Our education programme gives over forty-five young people from different backgrounds free singing lessons and tuition in music theory, and recently appointed professional Section Lead and Lay Clerks work regularly with the volunteer singers. Our organ recitals draw some of the finest performers from the UK and abroad. From time to time, musicians from other Christian traditions are involved in our musical worship.

The Chapter of Bradford Cathedral seeks a musician of the highest calibre and commitment to contribute to the fulfilment of the Cathedral's vision through the activities of the Music Department. They will be an accomplished liturgical musician, an organist and choir trainer, who is willing to offer themselves to work with the resources available, and to experiment with new material and ideas to achieve the aims of our vision. The Music Department's programme is ambitious, with projects including recording with the Black Dyke Band planned, and at least one choir tour each year.

You will be able to demonstrate:

- a high level of musicianship as an organist and choir trainer;
- an understanding of the past and present life of Bradford Cathedral and its context;
- a commitment to the vision with an energy, enthusiasm, and an understanding of how to shape the Cathedral's musical life and department in response to it;
- an appreciation for the breadth of church music, a willingness to explore its diversity, and the means to enable musicians of different cultures to work together and participate in each other's musical cultures;
- personal values that are aligned to the cathedral as a Christian institution;
- a commitment to people as well as performance;
- that you are a team-player, and are able enhance a healthy working culture
- flexibility and resilience.

Should you wish to have a confidential discussion about this role, please email me at andy.bowerman@bradfordcathedral.org to arrange a conversation.

With my prayers and best wishes,

The Very Reverend Andy Bowerman
Dean of Bradford





About this role

The Chapter of Bradford Cathedral seeks to appoint an outstanding musician to the position of Sub-Organist and Assistant Director of Music, from 5th January 2025.

Our ambition is that the Cathedral's worship will be known for its beauty and diversity in the Anglican Diocese of Leeds: grounded in the English choral tradition, it will be an exemplar of Church of England worship that values and weaves together culturally rooted expressions of faith from across the Anglican Communion. We seek to bring people to the Christian faith through worship and music of a high quality. The role of Sub-Organist and Assistant Director of Music is at the heart of that vision as we continue to recruit new choir members and to build up our congregations.

This role is particularly suited to an organist who wants to work as part of an ambitious music department in a diverse and busy cathedral. We expect our applicants to be hard-working and enthusiastic, and to be willing to be fully part of the life of Bradford Cathedral.

The Music Department and Cathedral Choir

Personnel

Graham Thorpe, the Organist and Director of Music is responsible for leading the Cathedral's Music Department and the musical life of the cathedral. He is line managed by the Revd Pete Gunstone, Minor Canon for Worship & Nurture on behalf of the Senior Management Group.



Graham Thorpe
Organist & Director of Music



The Revd Pete Gunstone
Minor Canon for Worship and Nurture

The Sub-Organist and Assistant Director of Music is responsible for supporting the Organist and Director of Music to oversee all aspects of the musical life of the cathedral. They will be line managed by the Director of Music. The Music Department is led by the Canon for Worship & Nurture.

The Music Department is supported by a part-time Choir Matron (Choristers' Pastoral Worker), who has responsibility for the pastoral care of the under-18s, their families and members of the choir as a whole.

The Cathedral Choir

The independent lines of boy and girl choristers sing for the majority of the Cathedral Choir services. The choristers are aged from 7 to 13, and have complete parity. There is no choir school, so the boys and girls are recruited from a number of different schools from across the local area. All choristers receive vocal coaching and theory tuition.

The back row of the choir is made up of three constituent parts:

- *Voluntary Adult Singers*: A pool of male and female volunteer singers from across the local area, who sign up to sing for services throughout choir term. The most regular of these are known as *Voluntary Lay Clerks*. Our aim is to grow our pool of singers, enable all of them to develop, and to establish a greater continuity of personnel.
- *Junior Choral Scholars*: When choristers retire from the front row, they may be invited to sing as sopranos, altos, tenors and basses with the Cathedral Consort. Consideration is being given to the development of a Youth Choir, in which it is hoped the Sub-Organist and Assistant Director of Music will play an active part in its development.
- *Section Lead & Lay Clerk*: Three professional members of the choir, singing alto, tenor and bass. Duties include working with the Voluntary Adult Singers, Choristers and Junior Choral Scholars to assist in the development of the choral sound. To date, appointments have been made to the positions of alto and tenor, and we are re-advertising the position for a bass.



The Cathedral Consort is made up of volunteer sopranos who join together with the Lay Clerks and Junior Choral Scholars to sing Sunday Evensong and occasional other services. The Consort has a growing and ambitious identity and repertoire.

The Grace Notes is a non-auditioned, youth community choir that sings once or twice a term at the Cathedral Eucharist and sometimes on other occasions.

Music Department Weekly Timetable (under review)

Monday 15.45 Toast & Theory
 16.30 Girl Choristers' Rehearsal
 17.00 Full Rehearsal (16.45 if an ATB service, a few times a term)
 17.30 Choral Evensong (Girls and Adults)
 18.15 Finish

Tuesday 15.45 Toast & Theory
 16.30 Boy Choristers' Rehearsal
 17.00 Full Rehearsal (16.45 if an ATB service, a few times a term)
 17.30 Choral Evensong (Boys and Adults)
 18.15 Finish

Wednesday 12.30 Pre-Organ Recital Lunch
 13.00 Wednesday@One Organ Recital

Thursday 15.45 Toast & Theory
 16.30 Choristers' Rehearsal (Boys and Girls, separately)
 18.15 Chorister Service (Compline)
 18.30 Finish

Saturday Vocal, musicianship, and theory tuition, by arrangement

Sunday 09.00 Choristers' Rehearsal
 09.45 Full Rehearsal
 10.30 Choral Eucharist
 11.45 Lunch, Faith Development & Choristers' Rehearsal
 13.15 End

 13.15 Junior Choral Scholar training
 14.00 Full Rehearsal
 15.30 Choral Evensong (Consort)
 16.30 Rehearsal
 17.15 Finish

Cathedral Organ

The Cathedral Organ has undergone many facelifts since it was built by *William Hill & Sons* in 1904. Much of the original pipework remains in use, and blends very well with later work by *Hill, Norman and Beard* (1961) and *Walker* (1977). More recently, select restoration has been completed to the console and Chancel division. During the summer of 2023 cleaning and mechanical restoration, alongside tonal revision to the Swell division was undertaken by the Harrogate-based organ builders, Mark & Ginny Wood of Peter Wood & Son, Organ Builder. The work has been highly successful in creating a more blended sound, that projects better into the building.

The organ is heard regular at services throughout the week, and also at the popular Wednesday@One organ recitals. It is a comprehensive four manual instrument, with 60 speaking stops. There is a wide variety of tonal colour to be found, and the organ can do justice to any repertoire.

Key Responsibilities

Musical

The Sub-Organist and Assistant Director of Music will be an outstanding musician. They will attend all rehearsals and services at which the Cathedral Choir is singing, contributing by playing the organ for services, broadcasts, recordings and tours with the Cathedral Choir as required by the Organist and Director of Music. Playing will always be to a standard commensurate with that expected of a cathedral music department.

The Sub-Organist and Assistant Director of Music will take regular rehearsals with the Cathedral Choir; there will be opportunities to conduct the choir in services. They will work with the choristers and probationers individually or in small groups, in order to improve vocal technique, sight-reading and musicianship. They will devise and deliver a curriculum for probationer choristers. Depending on their experience, the Sub-Organist and Assistant Director of Music may take a lead on the growth and development of an aspect of the department's work, e.g. the Cathedral Consort, and/or the Junior Choral Scholars. They will teach choristers music theory and, in conjunction with the Director of Music, lead on the professional development and training of the Junior Organ Scholars.

The Sub-Organist and Assistant Director of Music will be involved with leading the Grace Notes either as accompanist or director as arranged, depending on experience. The Sub-Organist and Assistant Director of Music may be required to sing as part of the Cathedral Choir from time to time.

The Sub-Organist and Assistant Director of Music will be offered the opportunity to play the organ for weddings, funerals and other larger scale services or events at the cathedral, at the agreed cathedral fee. Where some additional services do not offer a fee, reasonable adjustment to regular responsibilities will be made. The regular livestreaming of Cathedral services does not include an additional fee.

The Sub-Organist and Assistant Director of Music will have the right to gain further remuneration by offering private piano, organ and theory lessons to the choristers and junior choral scholars at an agreed cathedral rate. Music department facilities will be made available for this, as long as it is conducted in accordance with the Cathedral's policies, and as long as the cathedral diary permits.

Administrative and Communication

The Sub-Organist and Assistant Director of Music will be the Choir Librarian, taking responsibility for ensuring the smooth running of established systems, updating the labelling of music, ordering new music and typesetting new music, using Sibelius software. They will keep the online library for choir adults and the library database up-to-date. They will also assist in the production of the termly cathedral music list.

They will administer the *Wednesday@One* Organ Recitals and other music department concerts, by booking performers, in consultation with the Director of Music. They will assemble the programme brochure, meet recitalists, manage front-of-house activities, and step in if a recitalist becomes unavailable at short notice.

The Sub-Organist & Assistant Director of Music will be responsible for booking deputy organists as required.

The Sub-Organist and Assistant Director of Music will manage visiting choir bookings, ensuring quality control and that information is sent and received in good time for each visit. They will provide pertinent information to the clergy and vergers.

The Sub-Organist and Assistant Director of Music will attend regular meetings, giving particular priority to the weekly diary/staff meeting and music department meeting.

Safeguarding

Bradford Cathedral is committed to safeguarding and promoting the welfare of children, young people and all adults who may be vulnerable. The Sub-Organist and Assistant Director of Music will play their part in this by making the pastoral wellbeing of the choristers and junior choral scholars as a priority, abiding by the cathedral's safeguarding policy at all times.

Personal and Professional Development

The Sub-Organist and Assistant Director of Music will give adequate time to the preparation and practice of music for cathedral services. They will be expected to attend any training advised by the cathedral. They will be encouraged to attend ACO Conferences.

The Sub-Organist and Assistant Director of Music will be encouraged to get involved with musical activities across West Yorkshire, acting as an ambassador for Bradford Cathedral music.

Person Specification

Essential	Desirable	Measured by
MUSICAL		
Educated to degree level.	Music degree.	A
A talented liturgical musician, committed to excellence.	A broad knowledge of music beyond the Anglican choral tradition.	A C I O R
A proven ability to play the organ to a high standard. An interest in liturgical improvisation.	An excellent improviser.	A O R
An excellent sense for cathedral liturgy and comprehensive knowledge of the Anglican choral tradition.		A O I
An awareness of and willingness to work with music musicians of other musical and liturgical traditions.	Prior experience of leading musical worship in a range of musical styles.	A I R
A desire to build and develop solo organ repertoire.	A broad repertoire of solo organ music.	A O I
Experience of playing for cathedral worship. Excellent choral and congregational accompanist.	FRCO/Conservatoire qualification.	A O I R
Experience of conducting choirs. Knowledge of good vocal technique. Experience of singing in choirs.	Prior experience of developing the musicianship of children and young people from a variety of backgrounds. A good singing voice.	A O C I R
Awareness of the need to select, adapt and arrange music appropriately for the available resources.	An ability to do so.	A C I R
CHRISTIAN FAITH		
Sensitivity to the needs and aims of a Christian organisation. In sympathy with the ethos of Anglican choral worship.	A communicant member of the Church of England or another Christian denomination. A person of lively Christian faith.	A I R
SAFEGUARDING		
Thorough knowledge and experience of current safeguarding procedures.	Church of England Leadership Safeguarding training.	A I R
An interest in the pastoral wellbeing of children and young people from a variety of backgrounds.	Prior experience of pastoral responsibility for children and young people.	A C I R
ADMINISTRATION		
A working knowledge of standard computer software. A working knowledge of <i>Sibelius</i> software.	Experience of using Adobe Photoshop (or equivalent).	A R
Excellent written communication.	A keen eye for detail. Good proofreading skills.	A R
PERSONAL SKILLS		
A willingness to work flexibly. An ability to manage personal workload. An ability to receive criticism and adapt.	An interest in pursuing further musical activities in Bradford and West Yorkshire.	A I R
A willingness to collaborate with a range of colleagues. A team player.	A sense of humour.	A I R

A – Application Form

C – Choral Directing Audition

I – Interview

O – Organ Playing Audition

R – References

Terms and Conditions

This post is open to candidates who are in sympathy with the aims and objectives of the Christian Church and the Anglican tradition. The Cathedral treats all persons in accordance with its Equality and Diversity Policy.

The person appointed will be employed by Bradford Cathedral Chapter at its offices, located at Stott Hill, Cathedral Close, Bradford, BD1 4EH.

Bradford Cathedral is committed to safeguarding and promoting the welfare of children and all vulnerable people. This commitment is shared by our staff and volunteers.

Salary: £29,000 reviewable on an annual basis.

Hours: 40 hours a week Sunday – Thursday. Due to the nature of this post, you will sometimes be required to work Fridays & Saturdays, therefore some flexibility with working hours will be required.

The Sub-Organist and Assistant Director of Music will be required to work at Christmas and Easter. Holidays will be taken during choir vacation periods, in negotiation with the Organist and Director of Music, to ensure organist cover at all necessary times.

The Sub-Organist and Assistant Director of Music will report directly to the Organist and Director of Music. Their place of work will normally be Bradford Cathedral. There may be requirements to work at other locations; prior notice will be given.

Holidays: 38.5 days/288 hours per year (including an allowance for Bank Holidays, which may be taken flexibly), to be taken when there are no choir commitments. Holiday may be taken on up to six Sundays during any year. Holiday may not be taken on Bank Holidays when the Sub- Organist and Assistant Director of Music will be required to perform their duties, such as Christmas Day and Good Friday. Holiday should be arranged in conjunction with the Sub-Organist and Director of Music to ensure resident organist cover for all Statutory.

Place of work: The normal place of work will be Bradford Cathedral. Other working locations will be agreed in advance. A desk with a personal computer will be provided in the cathedral, along with a work mobile telephone. In term-time, the post-holder will do the majority of their work at the cathedral itself.

The Cathedral participates in the Church Workers' Pension Fund. The Cathedral will pay a 5% contribution towards the employee's pension, provided they pay a minimum of 3.5% of their salary into the scheme.

Offer of the position will be subject to employment checks, including the completion of an 'Enhanced with barred lists' DBS disclosure and the agreement to abide by Bradford Cathedral's safeguarding policy and protocols.

The cathedral organ will be made available to the Sub-Organist and Assistant Director of Music for practice and teaching purposes, whenever the cathedral diary permits. They will also be encouraged to undertake organ recitals elsewhere, as long as there is no conflict with the music department calendar.

There will be a probationary period of three months. During the probationary period, the notice is one month on either side. After that the notice period will be three months on either side.

How to apply

Please apply using the Church of England's Pathways website. Include a covering letter explaining why you are applying for this role and detailing the specific knowledge, experience and skills that you feel make you the right candidate along with a current CV.

<https://www.cofepathways.org/members/modules/job/detail.php?record=7612>

The deadline for applications is Monday 14th October.

If you would like an informal conversation about this role, please be in touch with Graham Thorpe, Organist and Director of Music, who would be delighted to speak with you. You can contact him via graham.thorpe@bradfordcathedral.org and 07507 455 979.

The Interview Process

Interviews are planned to take place on Monday 21st & Tuesday 22nd October at Bradford Cathedral. The process will include an organ audition, a choral directing audition, an interview and an opportunity to socialise informally with members of the cathedral and its music department.