

Job Description

Job Title: Sub-Organist

Department: Music

Salary: £40,000

Line Manager: Organist

The job description is an operational document that does not form part of the contract of employment.

It may be that from time to time an individual is expected to perform tasks that may not be expressly in the job description but are nonetheless necessary in the day to day performance of their duties.

St Paul's Cathedral reserves the right to amend the job description as may from time to time be necessary to meet the changing needs of the organisation.

Purpose of the Job

Worship, liturgy and music are central to the life of St Paul's Cathedral, whose core purpose is to advance the Christian religion in accordance with the faith and practice of the Church of England, in particular by furthering its mission (Constitution and Statutes 2023). To that end, St Paul's seeks to appoint a first-class musician to join their internationally renowned Music Programme.

The Cathedral Choir currently consists of a top line of Choristers (mainly boys with a number of girls working with them) and a team of 12 Vicars Choral. Through the ambitious Girls Voices Programme, which was launched in September 2023, we are aiming to create the world's largest and busiest choral programme, with two top lines, one of girls and one of boys, working separately but coming together for various important or historic services and events. Planning

permission and funding are in place to build a new boarding facility so that girls and boys will be offered equality of opportunity by September 2025.

The successful candidate will be one of the principal organists in the Cathedral and will assist the Organist in the delivery of our liturgies, special services and recitals, as well as taking a full part in the administration associated with these.

From September 2025, the number of sung services will increase from 8 to 14 a week (including a Sung Eucharist at 8am on most weekdays). This in turn will increase the number of occasions when an organist is required as well as leading to a change in the number of staff in the Department, including a new appointment of an Assistant Director of Music.

Within the Department there are currently three organists – the Organist, the Sub-Organist and the Organ Scholar. The Music Department Administrator provides support for the work of the Department. There is a singing teacher who spends time with the Choristers each week, and a flourishing Music Partnerships Scheme with three members of staff.

Music is one of four departments (alongside Liturgy, Virggers and Special Events) which fall under the Precentor's Directorate. A new Precentor will come into post in October 2024 as a member of the Executive Leadership Team and the Chapter member with responsibility for this area of work.

Main Duties

The main duties of the Sub-Organist are to –

- Play the organ and accompany the choir at nominated statutory services
- Provide pre-service music for large-scale services and events, and when requested act as the principal organist for some of these;
- Give a Celebrity Organ Recital once a year and make regular contributions to the Sunday Organ Recital Series;
- Be responsible for the organisation and planning of the Sunday Organ Recital Series;
- To assist the Organist in the delivery of the Celebrity Organ Recital Series;

- Perform at, and coordinate the music for, weddings and baptisms (for which additional fees are paid).
- Co-ordinate the biennial 'New Music for St Paul's' Composition Competition in consultation with the Director of Music;
- Take a share in accompanying visiting choirs, including during choir holiday periods, as requested;
- Accompany the St Paul's Cathedral Chorus as directed (for which additional fees are paid);
- On occasion, direct the Cathedral Choir and Cathedral Consort (the Vicars Choral together with professional sopranos);
- Assist with the training and development of the Choristers and Probationers.
- Attend meetings as requested by, and in the absence of, the Director of Music;
- Attend a weekly Music Department meeting;
- Take part in the routine administrative tasks of the Music Department, such as proofreading and contributing to Service Schedules and special Orders of Service as necessary;
- Work with and contribute fully as a member of the Music Department team;
- Work in close collaboration with all staff to ensure the welfare and safety of the children in the Cathedral Choir;
- Undertake any other appropriate duties that the line manager, senior management or Chapter may request from time-to-time.

Person Specification

The successful candidate will –

- Be a first-class organ accompanist and recitalist with a broad repertoire;
- Be expert in liturgical improvisation, sight-reading and transposition;
- Have a good ability as a choir trainer, including a working knowledge of vocal technique;
- Hold a graduate degree or have equivalent high-level professional musical experience;
- Have experience of music in a Cathedral, or a similar environment;

- Have a good working knowledge of the liturgies of the Church of England;
- Be able to work well with children;
- Be expected to share in St Paul's Cathedral's commitment to safeguarding and promote the welfare of children, young people and vulnerable adults;
- Adhere to Cathedral Safeguarding Policies and be willing to attend Safeguarding training and report any Safeguarding concerns through appropriate channels;
- Have experience and knowledge of safeguarding requirements and procedures;
- Display a consistently professional attitude to work and to the ethos of the Cathedral's aims and mission, where necessary moderating contributions to social and other media;
- Be supportive of all colleagues and be able to work collaboratively as part of a team;
- Be able to work calmly, particularly when performing at high profile, pressured occasions;
- Have proven organisation, prioritisation and time management skills;
- Have excellent attention to detail;
- Have confident, clear and effective communication skills;
- Take a proactive attitude towards professional musical development through lessons, practice, observation, teaching, performances within the Cathedral and elsewhere, and through being liturgically aware and/or inquisitive;
- Have wide-ranging and informed musical interests and experience.