



Choral Director

Diocese of Brentwood Schools Singing Programme

Information for Applicants

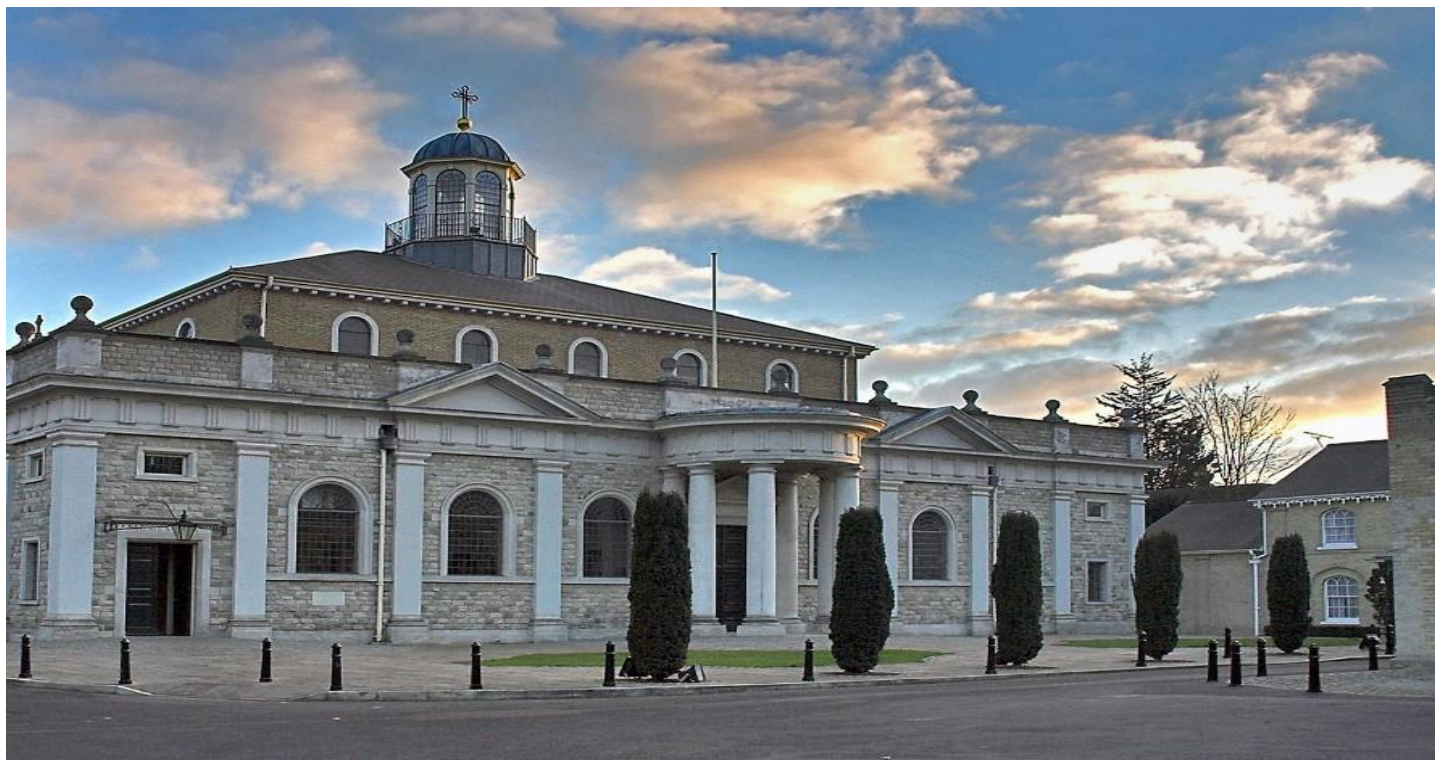
Contact for enquiries

Andrew Wright, Director of Music

[Email: music@dioceseofbrentwood.org](mailto:music@dioceseofbrentwood.org)



NATIONAL SCHOOLS SINGING PROGRAMME



Overview of the Diocese of Brentwood

The Diocese of Essex was formed on 22 March 1917 by the division of the Archdiocese of Westminster and the Diocese of Brentwood was erected by the Bull, *Universalis Ecclesiae Procratio*, of 20 July 1917.

The Diocese consists of the Administrative County of Essex, the Unitary Authorities of Southend-on-Sea and Thurrock and the London Boroughs of Barking & Dagenham, Havering, Newham, Redbridge and Waltham Forest.

The Diocese of Brentwood Schools Singing Programme Choral Director will work within 12 schools in the Diocese, initially within Newham, Redbridge and the London Borough of Barking and Dagenham. They will be responsible for the development of choral singing in those schools, nurturing potential in the diverse parishes in which those schools are located.



Music Department

Since the 1980's liturgical music in the Diocese of Brentwood has achieved increasing prominence under the pastoral care of Bishop Alan Williams and previously Bishop Thomas McMahon. Andrew Wright was appointed by Bishop McMahon in 1982 as one of the first Diocesan Directors of Liturgical Music in the country and Quinlan Terry was commissioned to design the new neo-classical Cathedral for Brentwood.

At Brentwood Cathedral, the Music Department has the benefit of a new and fully equipped song school. The Cathedral has become a centre for artistic development in the area with a fine series of evening concerts and lunch-time recitals. In recent years there have been fruitful links with London based music students.

The Cathedral Boy Choristers were founded in 1984 and, with the dedication of the new cathedral in 1991, the professional cathedral lay clerks were introduced, followed by the Cathedral Girl Choristers. The Cathedral Choir soon achieved national recognition and has regularly undertaken tours and made broadcasts and recordings.

Over the years the Music Department has worked extensively with the parishes and schools of the Diocese to develop music to its current high standards. There have been many training courses for parish musicians and regular concerts, including those with the Diocesan Primary Schools. The Diocese of Brentwood Schools Singing Programme (DoBSSP) is an additional programme, building on the existing expertise.

The Diocese of Brentwood Schools Singing Programme

Music and singing are a unique pathway through which we can engage and catechise our young people, drawing them into the Church's rich tapestry of music. The DoBSSP aims to engage children and young people across the Diocese. The Diocese of Brentwood Choral Director will enable evangelisation in schools and parishes, through music.

Diocese of Brentwood Schools Singing Programme Choral Director

The DoBSSP Choral Director will, on weekdays (Mon-Thurs) deliver high quality school singing sessions and direct the after-school choirs. On Sundays they will direct school singing groups at masses within the local parishes. They will also have the opportunity to rehearse the Cathedral Girl's Choir on one evening a week, and direct the Cathedral Girl's Choir on one Sunday each month, at Brentwood Cathedral.

School day singing

The core work of the Schools Singing Programme takes place during the school day in state primary schools. The DoBSSP Choral Director will visit partner schools in the Diocese of Brentwood on a weekly basis, leading singing sessions utilising both sacred and secular repertoire, in order to inspire, catechise and enthuse young people through music. Singing sessions are led by the DoBSSP Choral Director for whole classes and school choirs.

These sessions run during term time, cover a wide range of sacred and secular repertoire and seek to support the schools' overall offer for music within the National Curriculum. This is supported by a new singing curriculum framework developed for the National Schools Singing Programme.

After school choir

The after-school choirs provide an opportunity for children from all schools to further develop their ability to sing in a choir and provide liturgical music for parishes.

Job Description

Overall Job Description

The Diocese of Brentwood seeks to appoint an outstanding Choral Director to assist the Director of Music in the establishment and delivery of the Diocese of Brentwood Schools Singing Programme, and to continue the development of Sacred Music in the parishes of the Diocese, including the Cathedral.

To deliver choral provision primarily in schools.

This post is directly accountable to the Diocesan Director of Music.

Principal Responsibilities

- To develop singing in schools through the delivery of high-quality weekly curriculum-time singing sessions.
- To establish, recruit and direct after-school choirs in the Diocese.
- To rehearse the Cathedral Girl's Choir one evening a week, and direct the Cathedral Girl's Choir at one Cathedral based liturgy each month.
- To foster links between schools and parishes, liaising with clergy to facilitate singing opportunities for after-school choirs and music provision at Sunday masses.
- To provide insights and training to teachers, allowing a supported integration from the weekly DoBSSP sessions into everyday school life.
- To develop a holiday choir school, inviting children from around the Diocese to attend a choir school during the school holidays, performing concerts at churches around the Diocese.
- To undertake such other reasonable duties as may be required by the Director of Music in respect of the DoBSSP.
- Deliver lessons to up to 12 Schools across the County of Essex and 5 London Boroughs including after school choirs, lesson planning and weekend masses.
- To attend DoBSSP Music Management Committee meetings at least once a year.
- At all times to act in a professional and appropriate manner and actively to promote the ethos of the Diocese of Brentwood.

Person Specification

Essential

Desirable

Qualifications

- Educated to degree or diploma level or equivalent in any subject

- Educated to degree level in music

Experience

- Experience of working with or singing in choirs with a secular or sacred setting

- Proven experience of directing and encouraging young singers
- Experience of planning and directing music within a liturgical setting
- Experience of working in a classroom environment

Knowledge and Skills

- Knowledge of a wide variety of choral music, both sacred and secular
- Knowledge of engaging choral direction techniques and effective warm-ups
- A passion for working with children and fostering young voices
- Good communication skills, the ability to liaise with a wide range of people
- A good level of keyboard skills, sufficient to lead a class based singing session
- A good working knowledge of current IT, as well as music notation software
- Knowledge of safeguarding protocols within the Catholic Church in England and Wales
- Excellent preparation and organisational skills

- A level of keyboard skills sufficient to accompany a sacred liturgy

Personal Attributes

- A friendly and approachable manner
- A team player and willingness to continue professional development
- The ability to work flexibly
- Punctual/excellent timekeeping skills
- A willingness to share in the vision and values of the Catholic Church and to work supportively with the Bishop, Priests and People of the Diocese of Brentwood

Full UK driving licence/access to a vehicle

Terms and Conditions

Salary

Up to £30,000 per annum. Mileage reimbursement for work related travel at the prevailing HMRC rate.

Contract

This is a permanent, full-time appointment.

Hours of Work

35 hours per week (term-time working week (Mon-Thurs) in schools, Sundays in parish churches)

Place of Work

Up to 12 Primary Schools within the Diocese of Brentwood, initially located in Newham, Redbridge and the London Borough of Barking and Dagenham, with further locations to be added as the programme expands.

Annual leave

28 days including bank holidays. Holidays to be taken outside of term time – not including Easter and Christmas

Pension

The Diocese offers a non-contributory pension scheme.

DBS Check

The post holder will require an enhanced disclosure and barring service check.

Start Date

Ideally September 2022

How to Apply

Application for this role is by way of:

For an informal discussion about the post, please contact Andrew Wright, Director of Music: music@diocesofbrentwood.org

To apply for this post, applicants are asked to download and complete the **Application Form** from <https://www.diocesofbrentwood.net/diocese/working-for-us/> and send a **supporting statement** of no more than two A4 pages (font size 11 minimum) which outlines:

- Why you are a suitable candidate for the post;
- Your motivations for applying;
- The aspects of the job description which particularly attract you to the post;

These documents should be returned by email to recruitment@diocesofbrentwood.org

The closing date for applications is 12 noon on Monday 4th July 2022.

Interviews will be held week commencing 11th July 2022

Please note that the information you provide in your application will only be used for the purpose of recruitment and selection and will be held in accordance with the Data Protection Act 2018.

Diocese of Brentwood

Cathedral House, Ingrave Road, Brentwood, Essex, CM15 8AT

W: www.dioceseofbrentwood.net