

*PARISH CHURCH OF ST DUNSTAN'S
MAYFIELD, EAST SUSSEX TN20 6AQ*



APPOINTMENT OF MUSIC DIRECTOR / ORGANIST



INTRODUCTION

St Dunstan's is a beautiful, 15th century church in the modern catholic tradition of the Church of England with a high reputation for choral music. The village of Mayfield is well known for its biennial Music Festival and as the host of the Tunbridge Wells International Music Competition.

We are looking for a Director of Music and organist who has an understanding and knowledge of Church of England liturgy and the role of music within it; The successful candidate will be comfortable with the full spectrum of music from traditional to contemporary with the experience and/or the ambition of leading a highly proficient choir of all ages; to develop and lead music for both congregation and choir separately and jointly.

The choir is a robed SATB choir currently holding weekly practices. Under the guidance of our current Director of Music a number of younger people have recently joined the choir. A large repertoire of music is held by the church.

There will also be opportunities to be involved with the organisation of secular concerts held within the church and to interact with various professional and semi-professional musical groups.

The magnificent organ was built in 1997 by J. H. Walker and Sons Ltd and revoiced in 2012 by Martin Cross, organ builders. There is a separate well-endowed trust for organ maintenance and promotion.

Details of the organ can be found under on the parish website:

<https://www.stdunstansmayfield.org.uk/the-walker-organ/>
or <https://www.npor.org.uk/NPORView.html?RI=D03516>

Remuneration will be in line with RSCM rates commensurate with experience and separate fees are payable for weddings and funerals.



For further details, or for an informal conversation, please contact Fr. Michael Asquith at vicar.stdunstans@gmail.com

Please apply by sending a current CV and the names and contact details for 2 references (please indicate if you would wish us not to contact them prior to interview) to the above e-mail by Monday November 20th. Interviews for those shortlisted will be arranged within the following 2 weeks. All applications will be acknowledged.

The appointment is subject to an Enhanced DBS disclosure.

St Dunstan's wishes to appoint a Director of Music to inspire the congregation and choir.

The successful candidate will be able to demonstrate the following:

- An understanding and knowledge of Church of England liturgy and the role of music within it.
 - A very high degree of proficiency in playing the organ with excellent improvisational skills.
 - A high standard as an accompanist.
 - A friendly demeanour with good interpersonal skills.
 - An enthusiasm for the role and ability to work with all ages.
 - An ability to inspire and nurture both choir and congregation musically.
 - A willingness to develop the choir musically so that they have the confidence to sing at Cathedrals and Abbeys when invited.
 - A commitment to expand the choral repertoire to include contemporary music whilst maintaining the established choral tradition.
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- Prior experience of leading/managing a choir is desirable (but not essential).
 - Ideally the successful candidate will hold a music degree or Royal College of Organists qualification, (ARCO) or be working towards one of these qualifications.

Note:

The appointment is subject to the completion of a satisfactory enhanced DBS check.

Pay scale:

St Dunstan's bases the pay for the Director of Music on the RSCM pay scale for organists. Whilst accepting that St Dunstan's is a 'village church' the pay is based upon a 'small town church' in recognition of both the standard of organ playing and choral achievement.

Currently we seek a Director of Music whose pay will be within the range of £5,500 to £7,500 depending on experience, qualifications, ability and whether a 'professional' or 'vocational' musician.' Additionally travelling expenses may be considered depending upon circumstances.

In addition there are fees payable for weddings (currently £145) and for funerals (currently £105). Where a service is filmed an additional 50% is payable to the Director of Music. Currently there are 9 weddings scheduled for 2024.

The choir does not sing during August, nor on the Sundays immediately after Christmas and Easter. This is included in calculating the pay scales.

JOB DESCRIPTION



To work with the Vicar and under his direction develop the role of music in the worship of the Church and contribute to, the planning of music and worship both formal and informal ensuring appropriate balance and variety to meet the wide-ranging needs of worshippers.

To creatively develop and broaden the church's musical offering, while maintaining the commitment and quality of the core choral repertoire

To support the choir members in their learning and musical development and to encourage them to actively take part in local and diocesan events.

To support and encourage the congregation with their singing.

To play the Organ at the morning services each Sunday, at Choral Evensongs when scheduled, at the Principal Services (as outlined below), and for occasional other services.

To play the Organ, whenever possible, at such additional services as may be required by the Vicar. The Director of Music will be paid an additional fee (as decided by the PCC) for such additional services.

To play the Organ, whenever possible at weddings, funerals and special services for outside organisations. Fees for such services will be paid in accordance with the Particulars hereof.

To be responsible for the development, inspiration, training and discipline of the Choir, and recruiting, nurturing and encouraging younger members of the choir.

Holding regular practices for this purpose and to sustain the Church's wish that the Choir remains predominantly parish and congregational based.

Current practice times for the Choir are as follows:

- Adults Wednesday 6.15pm-7.30pm
- Sundays – One hour before the morning and evening services
- Principal Services – One hour before

To implement and adhere to the PCC's Safeguarding and Health and Safety Policies (where appropriate).

To ensure that only adults and children whose membership has been approved both by the Vicar and the Director of Music shall be admitted to full membership of either Choir following a minimum probationary period of six weeks. The power to terminate membership will rest with the Director of Music, subject to confirmation by the Vicar.

To oversee, broaden, and develop the choral repertoire and take part in the choice of organ repertoire, always responding to liturgical context (bearing in mind the

capability of the choir) and meeting agreed deadlines for orders of service, the monthly music list and weekly church news sheet.

To attend the Choir meetings (held twice a year) and contribute on the subject of Parish music (to Parochial Church Council meetings, if requested) and present a formal report at the Annual Parochial Church Meeting.

To serve as a member of the Bruxner-Randall Committee (established to enhance financially the musical and choral opportunities within St Dunstan's) and to develop its work in relation to bursaries, workshops and where relevant with local bodies including Mayfield Primary School and Five Ashes Primary School.

To encourage use of the Organ for practice subject to times and schedules having been booked in advance with the Parish Administrator. (The Director of Music may use the organ for teaching and may charge those whom they teach).

To liaise with the committee of St Dunstan's Organ Trust on matters like tuning and maintaining the organ etc.

To meet bi-monthly with the vicar to review past services and discuss the future music plan, and quarterly with the Music Forum (a committee led by a Churchwarden to support the Director of Music [including a representative of the choir])

To secure the approval of the PCC Treasurer before incurring any expenditure on behalf of the PCC.

To ensure the security and safety of St Dunstan's Church and London House while responsible for the premises

In liaison with the Choir Administrator to produce contributions to Parish publications and website.

The Director of Music is required to 'improvise' at specific points in the service where silence would otherwise prevail inappropriately.

"the Principal Services"	Advent and Christmas Carol Services, Crib/Christingle Service on Christmas Eve, Midnight Mass on Christmas Eve, Christmas Day, Epiphany, (Candlemas), Ash Wednesday, Palm Sunday, Maundy Thursday, Good Friday, Holy Saturday, Easter Day, Ascension Day, Whitsunday or Pentecost, Trinity Sunday, All Saints' Day, All Souls' Day and St Dunstan's Day. Such other services as agreed between the Vicar and Director of Music from time to time.
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Sadly, Jack Gonzalez-Harding, our current Director of Music has tendered his resignation and will finish playing at St Dunstan's at Christmas 2023.

He writes:

I've resigned from my post at St. Dunstan's for various reasons, the main one being that I now need to afford myself time so that I can give myself fully to immensely exciting professional opportunities, both in the U.K. and abroad which lie ahead. I specifically feel that one must only do things which one can give one's self to fully, thus, through resigning, I make room for someone who can give their full energies to the requirements of the post.

There have been memorable moments with the choir. Occasions such as the choir singing at Westminster Abbey for two services of Choral Evensong during August 2023, alongside other cathedral visits of this past year to Chichester and Southwark Cathedrals. It's also been a delight to welcome new, junior members of the choir. The first service at which they really sang their hearts out was a most memorable Advent Carols.

Having been in the post for over a year, I've seen that St. Dunstan's requires a Director of Music who is a passionate team player who will work with the senior leadership's vision for the church. There are many supportive lovers of music within the congregation. The social energy required for the post, specifically the work with the choir, mustn't be underestimated; the choir is a communicative and sociable group.

Fr. Michael Asquith (the current Vicar) is an experienced professional who responds promptly to emails, looks ahead when service planning and most importantly, cares about making the worship right for his specific congregation.

St. Dunstan's is immensely lucky to have a choir which can, under the right guidance, achieve excellent results. They're a highly sociable group who want music within their church to thrive, for it has a long and distinguished heritage. The church has a fine Walker Organ which is looked after by an attentive Organ Trust. The Director of Music has the opportunity to work in conjunction with the Mayfield Festival of Music and the Arts

If you would like to 'speak' (by e-mail) with Jack then please contact him at: music.stdunstans@gmail.com