



 ST PAUL'S CHURCH
WINCHMORE HILL

Director of Music Application Pack



Welcome from the Vicar

Thank you for your interest in the role of Director of Music at St Paul's, Winchmore Hill. St Paul's has one of the largest Church of England congregations in North London, and music has always played an integral part in our worship and mission.

We are at an exciting time in the life of the parish as we recover confidently from the pandemic. We have a vision for 'Growing Faith in Winchmore Hill', and we are experiencing growth in many areas of church life. This includes our thriving ministry among children and young families, following the appointment of our first Children and Families Worker in 2020. We now wish to see similar growth in and reinvigoration of our musical life. This new, expanded Director of Music role has been created to act as a catalyst for this growth and flourishing.

The successful candidate will play a key role in developing our music, both in our worship of Almighty God and as an integral part of our mission and outreach. You will be working as part of a talented and committed team of colleagues and volunteers. With a background in church music, I have a personal interest in and commitment to seeing this key area of church life grow and develop. I hope you find the following information helpful as you discern whether this role might be suitable for you, and you for us.



Fr Daniel Sandham



About St Paul's

St Paul's is a large and vibrant Church of England (Anglican) parish in the heart of Winchmore Hill in North London. With an electoral roll of 436 and a normal Sunday attendance of 200-260, it's one of the largest Church of England churches in North London. Music has always played an integral part in our worship and mission.

We normally have three Sunday services:

- **8am Said Eucharist** (no music)
- **9.15am Joyful Noise** This service is aimed at pre-school children and their families. It's a Eucharist (Holy Communion) on the odd Sundays of the month, and a Service of the Word on the even Sundays. We use simple hymns and songs, and a children's Mass setting, accompanied on the piano. There is scope for more involvement from our band at this service.
- **10.30am Sung Eucharist** This is a sung service of Holy Communion, with traditional and contemporary hymns, a congregational Mass setting, responsorial psalm, and an anthem. Music takes the form of a robed choir and organ.

We also have a range of other services throughout the year:

- On five Sundays of the year the 9.15am and 10.30am services are replaced with a 10am **All-Together Eucharist**, which includes elements of both services, and uses choir, band, organ and piano.
- Once a term we celebrate **Choral Evensong** on Sunday at 6pm, with an enlarged choir singing introit, responses, canticles and anthem. There are also **special Sunday evening services** on Advent Sunday (Advent Carol Service), the Sunday before Christmas (Nine Lessons and Carols), and the Sunday nearest All Souls' Day (Requiem Eucharist).
- There is normally a Sung Eucharist on the evening of the following **feast and fast days**: Epiphany, Ash Wednesday, Maundy Thursday, and Ascension Day. On **Good Friday** there is a Children's Liturgy and the Liturgy of the Day, and the **Easter Vigil** is celebrated either on the evening of Holy Saturday, or at dawn on Easter Day.



We have an adult robed choir, with ten regular members, which currently rehearses on a Friday evening. The choir sings every Sunday, except the Sunday after Christmas Day, and the Sundays of August. The band, which accompanies services approximately six times a year, has around six members, including a professional musician.

We have excellent links with St Paul's School, a two-form, voluntary aided, Church of England primary school, rated 'Outstanding' by Ofsted. The whole school community worships in church at least twice a term, and there are special services at Christmas and other times of the year.

The organ is a versatile two-manual instrument originally built by Norman and Beard in the 1930s, and considerably rebuilt by Compton some decades later. It is well-sited, and is an effective instrument at accompanying congregational and choral music. It is in reasonable working order, but we are exploring the possibility of a significant overhaul or rebuild as part of our plans to refurbish the church building. There is an excellent Young Chang grand piano, which was purchased in the 1990s.

In addition to our large Grade II listed church building, we have a church hall complex comprising two halls and several ancillary rooms. The church and hall are used by three amateur community choirs, and the church is occasionally used for concerts by Enfield Choral Society and Southgate Symphony Orchestra.

Winchmore Hill is a leafy suburb in the London Borough of Enfield, with an idyllic village green, and lots of great cafes, pubs, restaurants and green spaces. It is a buzzing community with easy access by train to central London in just 25 minutes.



About the role

This is a newly formed role, incorporating the responsibilities of the current Director of Music, but also vastly increasing the scope of the role.

While there is much which is very good about our musical life, we are realistic that there are areas in which we have underinvested over the years. We have struggled to recruit new members to the choir, the band lacks clear direction and management, and, despite the very large number of children who attend our Sunday services and links with our church school, only one or two children participate in our music-making,

This expanded role demonstrates the PCC's commitment to the flourishing of music at St Paul's, and its importance in both the worshipping and missional ministry of the parish.

The purpose of the role is to help us to

1. grow and develop the church choir in its crucial role at the Sung Eucharist;
2. start an outreach choir to draw in people with little or no singing experience;
3. start a children's choir, with the scope for it to sing alongside the adult choir;
4. help develop music at Joyful Noise and All-Together Eucharists, including developing and raising the profile of the band;
5. accompany sung services;
6. enable the musical life of the whole community, including developing congregational singing;
7. establish the church, with its decent acoustic, organ and piano, as a performance venue.

The Director of Music will be joining a team which is made up of

- the Vicar;
- a full-time Curate;
- a full-time Children and Families Worker;
- two part-time administrators;
- two Licensed Lay Ministers (LLMs);
- and lots of volunteers.



What we're looking for

We're looking for a talented choral director and keyboard player (preferably an organist), with a proven track record of working with adults and children alike. You will be someone who understands the importance of music in the liturgy, but also a tool for mission and evangelism.

What we can offer you

We believe that St Paul's is an exciting and rewarding place to work. We can offer you

- a supportive and can-do church family, which values music, and wants to see it grow and flourish;
- a Vicar who is himself a music graduate and has experience of running choirs and liturgical accompaniment, who will give you prayerful and practical support and supervision, and also freedom for you to be creative and imaginative;
- a church in which there are solid foundations for music-making, but also enormous potential for growth and development;
- a competitive salary;
- use of church organ and piano for practice and teaching;
- first refusal on playing the organ at weddings, funerals and memorial services, for which a separate fee (£100) is paid. (Usually 10-12 a year).



JOB SPECIFICATION

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| Title | Director of Music |
| Employed by | The Parochial Church Council (PCC) of St Paul's, Winchmore Hill |
| Responsible to | The Vicar and PCC |
| Line managed by | The Vicar, Fr Daniel Sandham |
| Responsible for | Adult choir; junior choir; band |

Responsibilities

1. Accompany (piano) weekly Joyful Noise service.
2. Accompany (organ) and direct the choir at the Sung Eucharist on Sundays and feast and fast days. (There is scope for separating the role of Director of Music and Organist if there is an exceptional candidate who is not an organist, in which case the Director of Music would need to manage the Organist.)
3. Rehearse the adult choir at weekly evening choir practice and before services.
4. Rehearse and direct the band.
5. Plan liturgical music in collaboration with the Vicar.
6. Develop and grow both the current church choir and the band, making links with local schools, choirs and other musical organisations that might provide useful partnerships.
7. Establish and develop a children's choir, working with the Children and Families Worker, St Paul's School, and other local schools.
8. Promote St Paul's Church and Hall as a venue for music making in the community, working with external parties and stakeholders.
9. Meet regularly with the Vicar, and keep him up-to-date with plans, projects and ideas.

Vacancy at St Paul's School

The recruitment process for this role is being run simultaneously with a vacancy for a part-time Class Music Teacher at St Paul's Church of England Primary School, which could be undertaken by the same post-holder. These roles are separate, and each has its own recruitment process. www.st-pauls.enfield.sch.uk



PERSON SPECIFICATION

Essential

We expect the successful candidate to have the following qualities. To be shortlisted for this job you'll need to demonstrate these in your application.

1. Accomplished and confident church musician, with a natural understanding of the role of music in the liturgy and the ability to share their love of music and inspire others to make music joyfully and to the glory of God.
2. Understanding of and sympathy with the mission and ministry of the Church of England.
3. Experienced and dynamic choral director.
4. Ability to lead – or enable others to lead – a worship band.
5. A natural and attractive communicator, with a proven track record of recruiting, retaining and inspiring musicians of varying ages and abilities.
6. Experience of working with large numbers of children and young people and their families, and the ability to start a children's choir from scratch.
7. Creativity and innovative in bringing new ideas to fruition.
8. Excellent leadership and interpersonal skills, with a high degree of emotional intelligence and the ability to handle conflict creatively.
9. A natural team player, able to work collaboratively with clergy and other church staff/officers and volunteers.
10. Keyboard skills to diploma standard, and experience of liturgical accompaniment.
11. Versatility and flexibility, with an understanding of and commitment to different styles of liturgical music.
12. Ability to engage with external stakeholders and those beyond the church family to enable outreach and increase the profile of the church in the local community.
13. A self-motivator with excellent organisational and administrative skills, including the capacity to work accurately and reliably to tight deadlines, and the ability to know when to take initiative, and when to seek collaboration, advice and approval.

Desirable

The following qualities are not essential, so do not be put off applying because of them. But, if you do fulfil any of them, we'd love to hear about it when you apply.

1. Organist to diploma standard.
2. Experience of working in schools.
3. Experience of effective use of social media.



Key terms

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| Pay | £9,000-£10,500, dependent on experience and ability to play the organ |
| Hours | 10 hours per week, including Sunday mornings and an evening rehearsal |
| Place of work | St Paul's Church. A desk place will be provided in the Parish Office if required. Some working from home is possible. |
| Benefits | A pension scheme is available where appropriate |
| DBS | This appointment is subject to an enhanced DBS check |
| Contract | Fixed-term 2 year contract, with a view to a further two years dependent on results and resourcing. 3 month probation period. |
| Accommodation | Accommodation is not offered with this post. |



HOW TO APPLY

Next steps

To apply, please send

- a letter of application to introduce yourself and tell us why you are suitable for this role, and an indication of your preferred starting date if successful
- an up-to-date CV
- details of two referees, including postal and email addresses

to Fr Daniel Sandham at vicar@spwh.org

Deadline: Monday 13 June 2022, 9am
(Applicants will be notified by 16 June regarding shortlisting)

Interviews: Monday 27 June 2022

Start date: by September 2022

For an informal conversation about this role, contact Fr Daniel Sandham at vicar@spwh.org or on 020 8886 3545.

Further information

Our website: www.spwh.org

St Paul's School: www.st-pauls.enfield.sch.uk

We're on Twitter (@spwh), Facebook (@spwh1828) and Instagram (@spwh1828)

National Pipe Organ Register listing: <https://www.npor.org.uk/NPORView.html?RI=D01988>

