

Wirksworth and Alderwasley Organist – Job Description

Job title: Director of Music, in the parishes of Wirksworth and Alderwasley

Hours:

Part time, 4 Sunday mornings and 2 Evensongs per month at Wirksworth and 2 Sunday mornings per month at Alderwasley, plus choir practices, festivals and occasional offices (weddings and funerals). As we develop new styles of worship this will be subject to change, by negotiation.

Locations:

St Mary's, St. John's Street, Wirksworth
All Saints', Alderwasley

Accountable to: Team Rector

Appointed by: Team Rector in consultation with the Wirksworth PCC

Key relationships:

Within the churches: Team Rector, PCCs, choir members

Beyond the churches: Team clergy, Team office staff, local organists who act as deputy organists

Background

St. Mary's church is in the centre of Wirksworth and is part of the Wirksworth Team Ministry. Our average congregation on Sunday mornings is between 45 and 50 with the service at 9.30am each week. Our Music Director retired shortly before Christmas 2023 having served the church in Wirksworth for 40 years.

Wirksworth has a long tradition of choral music which we hope to rekindle, and many of the previous choir continue to be members of our congregation.

Our team ministry consists of 10 churches, including Alderwasley Parish Church, which is less than 10 minutes' drive from St. Mary's. Alderwasley has a regular service at 11am twice a month.

Pattern of worship

St. Mary's Wirksworth

The main service is at 9.30am and has been a Sung Eucharist with small- robed choir. We hope to reestablish the choir and the "sung" elements of this service.

We also want to extend the diversity of our worship through introducing a range of other services and would expect our new organist to assist with our planning and be willing to play their part in these services.

At major festivals a number of additional services are held at which our organist is required to play and rehearse and lead the choir. In past years this has included: Advent and Christmas Carol Services (Advent Carols being in candlelight and lead by the choir), services on Maundy Thursday and Good Friday.

Our current musical style is in flux, but is likely to gravitate towards contemporary mainstream, but will grow and likely change, as we develop new services and styles.

St. Mary's Church hosts many events across the year, including musical and choral concerts. The Director of Music has no formal role in these events, but might be consulted to ensure that there are no clashes with future choir plans.

All Saint's Alderwasley

The main service is at 11am and is either Eucharistic or Morning Prayer, with one of each every month.

We are a team of 10 churches and across the team we hold around 30 services each month, and we are fortunate to have a group of excellent organists to help us with our music. It might prove necessary for the Organist at Wirksworth and Alderwasley to support the music in our other team churches when other organists are unavailable. This will be by agreement only.

Role and ethos

The role of the Organist is to provide musical leadership that will enhance our mission as churches and enrich our worship. The Organist will therefore make a significant contribution to the worshipping life of St Mary's and All Saints churches, through the leadership s/he exercises in our music ministry. This music ministry is a key element of our mission as a church. The PCC considers that this post has a Genuine Occupational Requirement that the post holder should be a practising Christian.

Accountability

The Organist will be appointed by the Team Rector in consultation with Wirksworth PCC and will be employed by the PCC. The Organist will be accountable to St Mary's PCC through the Team Rector.

The organ

See attached information

Weddings and funerals

The organist will be approached by the Team Office for all weddings and funerals and will be offered the opportunity to play. In 2024 the numbers have been:

- 20 funerals
- 2 weddings

We have a scale of charges for these services. Currently the fee payable is; £73

When the organist is not able to play, the team will appoint a suitable and competent deputy for that occasion, and the fee will be paid to the deputy.

Main duties and responsibilities

1. To play the organ and to direct all musical content at services as outlined in the list below.
2. To lead the recruitment, training, and direction of a new regular robed choir; to have sole day-to-day charge of the choir under the overall direction of the Team Rector.
3. To lead a weekly choir practice.
4. In consultation with the Rector, to plan and prepare appropriate hymns and anthems for Sunday and other services.
5. To co-operate with the Rector and other staff members in the planning of worship.
6. To attend occasional meetings for the purposes of planning worship for major festivals. The Organist may from time to time be invited to attend full PCC meetings but will not be a voting member.
7. To develop the musical life of St Mary's in ways that foster the prayer and praise of the congregation and support the mission and ministry of the church. For an appropriate candidate this could involve drawing young people and/or children into our church music.
8. To advise the PCC on the state of the organ, piano and choir robes. To arrange the regular tuning of the organ and piano and to advise the PCC when works to the organ or piano are necessary. To take part in ensuring the proper care and maintenance of the organ and piano.

9. To be responsible for the music library and to take responsibility for the purchase of new music to develop the repertoire. All expenditure for this are to be agreed in advance with the Team Rector and PCC Treasurer.
10. To liaise with the Team Administrator to ensure the accurate and timely recording of information needed for copyright returns.
11. To take an appropriate part in ensuring the highest standards of protection of children and vulnerable adults, in accordance with Diocesan guidelines, to comply with all safeguarding procedures and to undertake safeguarding training as per Diocesan recommendations.

This list of responsibilities is not intended to be exhaustive and is subject to review in consultation with the Rector.

Person Specification

Essential

- Sympathy with the ethos, vision and values of the Church of England

Skills / aptitudes

- Proven musical ability on the organ.
- Proven musical ability and willingness to play our piano for hymns and songs where it offers most appropriate accompaniment.
- Proven ability to recruit, lead and train a choir of adults
- Demonstrable ability to support the mission of a parish church and the discipleship of church members, through its musical life.
- Proven ability to work collaboratively with clergy and others.
- Administrative and record-keeping skills appropriate to the responsibilities of the post.

Knowledge / experience

- Familiarity with a wide range of church music appropriate to the worshipping life of Wirksworth and Alderwasley churches.
- Familiarity with copyright law applicable to church music.
- Understanding of the liturgies and worshipping life of the Church of England.

Desirable

- The PCC considers that this post has a Genuine Occupational Requirement that the post holder should be a practising Christian.
- Experience of developing the contemporary repertoire of a choir.
- Experience of developing music activities with young people and/or children.

Schedule of services to be covered by the Organist or suitable deputy:

- Parish Communion services at St. Mary's Wirksworth (currently every Sunday) and at Alderwasley 2 Sundays each month
- Team Services held at St. Mary's (e.g. Ash Wednesday, Ascension Day)
- Maundy Thursday
- Good Friday (afternoon)
- Holy Saturday (as agreed)
- Civic Service (normally in May)
- Clypping Service (Patronal Festival in early September)
- Remembrance Sunday Civic Service
- All Souls
- Advent Carol Service
- Town Carol Service
- Midnight Holy Communion
- Up to four additional services per year of which one month's notice will be given by the Rector

Terms and Conditions

Appointment will be subject to satisfactory completion of safer recruitment procedures, including an enhanced DBS check. The detailed terms and conditions will be contained in the successful applicant's Contract of Appointment.

The gross annual salary will be £4,800. Payment will be monthly in arrears by direct transfer.

Remuneration will be reviewed annually in April. Work undertaken beyond the responsibilities listed here will be paid in addition and rates will be agreed in advance. Whilst the level of duties varies over the course of the liturgical year, at no point will the post holder be required to work more hours than would be consistent with minimum wage legislation.

Subject to compliance with all reasonable requests regarding security and care of the church building, the Organist may use the organ for private practice when the church is not otherwise in use. Subject to compliance in addition with church safeguarding policies, the Organist will be allowed to use the organ in St Mary's Church to give private lessons, provided the times of those lessons have been previously agreed with the Rector. No charge shall be made for such use by the Organist.

The start date will be negotiated between the successful applicant and the Rector. The appointment is subject to a six-month probationary period, at the end of which there will be an appraisal. Thereafter appraisal will take place annually. Until the probationary period has been successfully completed, one week's notice of termination of employment will be required on either side; thereafter one month's notice or one week's notice per year of employment (whichever is greater) on either side will be required.

Holiday entitlement is 4 weeks per year. The Organist is required to assist the Team Rector in finding suitable deputies to cover his/her duties during agreed holiday. Deputies will be paid by the PCC. Holiday leave must be agreed not less than one month in advance with the Team Rector and cannot be taken during major festivals.

The Rector will meet regularly with the Organist to review duties and responsibilities and to discuss development, common concerns, and opportunities for training.

Technical Specification for the organ at St. Mary's Wirksworth, as included in the correspondence at the time of its purchase in 1987.

Pedal		Choir		Great	
1. Contra	32	1. Quintaton	16	1. Bourdon	16
Bourdon	16	2. Bourdon	8	2. Principal	8
2. Open Wood	16	3. Salicional	8	3. Open Diapason	8
3. Violone	16	4. Prestant	4	4. Stopped Diasapon	8
4. Bourdon	8	5. Flute a Cheminee	4	5. Claribel Flute	8
5. Octave	8	6. Nazard	2.2/3	6. Spitz Principal	4
6. Bass Flute	4	7. Octavin	2	7. Octave	4
7. Choral Pedal	16	8. Tierce	1.3/5	8. Harmonic Flute	4
8. Ophicleide	8	9. Piccolo	1	9. Octave Quint	2.2/3
9. Trumpet	4	10. Dulcian	16	10. Super Octave	2
10. Clarion		11. Clarinet	8	11. Fourniture	IV
		12. Cymbale	III		
		13. Harmonic Trumpet	8		
i) Choir to Pedal		iv) Tremulent		vi) Swell to Great	
ii) Great to Pedal		v) Swell to Choir		vii) Choir to Great	
iii) Swell to Pedal					

Swell					
1. Lieblich bourdon	16	Combination of Mixtures			
2. Giegen Diapason	8	Pedal	Mixture IV	12.15.19.22	
3. Lieblich Gedeckt	8	Choir	Cymbale III	33.36.40	
4. Viola da Gamba	8	Great	Fourniture IV	19.22.26.29	
5. Voix Celeste	8	Swell	Mixture V	15.19.22.26.29	
6. Principal	4				
7. Suabe Flute	4				
8. Fifteenth	2				
9. Larigot	1.1/3				
10. Mixture	V				
11. Hautbois	8				
12. Double Trumpet	16				
13. Trumpet	8				
14. Clarion	4				

viii) Tremulant

Accessories

Balanced Expression Pedal to the Choir Organ

Balanced Expression Pedal to the Swell Organ

6 Single Touch Thumb Pistons to the Swell Organ

6 Double Touch Thumb Pistons to the Great and Pedal Organs

6 Single Touch Thumb Pistons to the Choir Organ

Piston action with Multi Level Memory

6 double touch toe pistons to pedal and great organs

6 single touch toe pistons to the Swell Organ

6 general thumb pistons to the general organ

1 reversible thumb piston Swell to Great

1 reversible thumb piston Swell to Choir

1 reversible thumb piston Swell to Pedal

1 reversible thumb piston Choir to Great

1 reversible thumb piston Great to Pedal

1 reversible thumb piston Choir to Pedal

1 reversible toe piston Great to Pedal

1 reversible toe piston Swell to Great

1 reversible to piston pedal 32'

1 thumb piston General Cancel

1 thumb piston capture set

Reversible piston with indicator light

Pedal reeds to choir expression pedal

One switch – nave section On / Off