

WESTMINSTER CATHEDRAL ORGAN SCHOLARSHIP

Westminster Cathedral intends to appoint a post-graduate Organ Scholar with effect from 1 September 2018. The scholarship is normally tenable for one year and is fully residential. The duties and responsibilities of the scholar are extensive and amount to a full-time role within the music department.

Westminster Cathedral is the principal Roman Catholic cathedral of England and Wales and is the seat of the Cardinal Archbishop of Westminster. Its world-famous choir is one of the three fully professional choral foundations in London and choral services take place every day. It is the only Roman Catholic cathedral in the country with a residential choir school.

The Organ Scholar works within the music department, which consists of the Master of Music, Assistant Master of Music and the Music Administrators. He or she is provided with full board and lodging in the Cathedral Clergy House, and receives a stipend (currently £4,798; this increases each year) and additional fees for special services, such as weddings. Organ tuition fees incurred during the year of the scholarship will be reimbursed to an agreed level. The Cathedral organs are available for practice.

The scholarship is usually awarded to post-graduates who hold at least the diploma of Associate of the Royal College of Organists (or equivalent standard), and who intend to seek a career in church music. The scholarship will be of particular interest to those who seek to further their experience of music within the Roman Catholic liturgy.

Duties will include:

- Playing for Morning Prayer at 7.40am on weekdays.
- Playing for the weekend non-choral liturgies, as required, under the guidance of the Assistant Master of Music.
- Playing voluntaries and accompanying the Cathedral Choir at Capitular Mass and Vespers as required.
- Directing the Gentlemen of the Choir at Vespers (and from time to time Mass) on weekdays, as required.
- Assisting in the daily training of the Probationer Choristers.
- Acting as registrant and assistant to the Assistant Master of Music at principal services.
- Assisting the Choir Librarian and Chorister book boys in the day-to-day operation of the Choir Library.

In addition to the above, the Organ Scholar is expected to assist in the smooth running of the music department, for example by copying and distributing material for department activities, helping with the administration of concert series, including organ festivals, acting as host and guide for visiting recitalists, and assisting with preparations for concerts and recordings involving the Cathedral Choir.

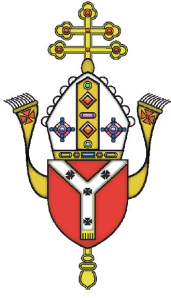
The Organ Scholar is expected to assist with the organisation of visiting choirs and accompany them as required; to take his or her turn in receiving visitors to the organs; to give at least six of the Sunday afternoon recitals during the course of the year; and to provide musical cover for at least two weekends during the choir's summer holiday period.

As a resident in the Clergy House, the Organ Scholar will be expected to take an active interest in the general life of the Cathedral. Although it is not a requirement that Organ Scholars should be Roman Catholic, they should be in sympathy with the Catholic ethos and identity of both the House and the Cathedral.

The Organ Scholar is entitled to at least one complete day off each week, by arrangement with the Master of Music. Holidays at Christmas, Easter and in the summer will be arranged by prior agreement with the Master of Music.

The scholarship provides a unique opportunity to work with professional church musicians at the highest level on a day-to-day basis, and offers valuable experience of the rich musical heritage of the Catholic Church. Several previous holders of the scholarship have subsequently developed successful careers in the field of church music.

*To apply, please complete the enclosed application form which should be sent with your CV and a covering letter, marked 'Private & Confidential' to: The Master of Music, Clergy House, 42 Francis St., London SW1P 1QW, by **Friday 27 October 2017**. Audition date: Tuesday 21 November 2017.*



Diocese of Westminster

HUMAN RESOURCES DEPARTMENT

STRICTLY CONFIDENTIAL

Position applied for :
Location :

1. Personal Details	
surname: title:	forenames:
address: post code: email:	telephone no. home: mobile:

2. Education and Qualifications				
secondary schools attended	from	to	exams & grade achieved	date
universities/colleges attended	from	to	exams & grade achieved	date
other courses	from	to	certificates	date

3. Current employment				
employer's name and address	position held, duties and responsibilities	start date	current salary	reason for leaving
State any other benefits of current employment (e.g. bonus, pension, car loan, etc.)				

Please reply to: HR dept, Vaughan House, 46 Francis Street, London, SW1P 1QN

Tel: 020 7798 9167 Fax: 020 7798 9012 E-mail: humanresources@rcdow.org.uk

Registered Charity No. 233699 – Website: www.rcdow.org.uk

4. Employment history

employer's name & address (most recent first)	type of business	position held	start date	end date	reason for leaving	annual salary on leaving
<i>Please continue on a blank sheet if you require more space</i>						

5. Statement in support of application

Please continue on a blank sheet if you require more space

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6. Additional information

Do you have any disabilities which may affect your employment? **Yes / No**

Please tell us if :

- a) there are any reasonable adjustments we can make to assist you in your application
- b) there are any reasonable adjustments we can make to the job itself to help you carry it out
- c) You require assistance to attend this interview

Do you require a work permit to work in the UK. **Yes / No**
 if so please give details:

What are your interests and hobbies?

Why does this job interest you?

Where did you see this job advertised?

If offered the post, when could you start work with us?

7. Referees

We require the details of two referees, unrelated, one of whom should be your current employer.

Can we contact referees prior to interview? **Yes/No**

name:

name:

address:

address:

email address:

email address:

Telephone number:

Telephone number:

How long have you known your referee and in what capacity?

How long have you known your referee and in what capacity?

8. Appointments

Some appointments will be subject to a Disclosure and Barring Check as part of our child and vulnerable adults' protection policy.

Do you consent to this check being carried out? **Yes/No**

9. Signature of Applicant:

Date:

I declare that to the best of my knowledge the information I have given is a full and true account in every respect

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Equal Opportunities Monitoring Form

The Diocese of Westminster strives to operate a policy of equal opportunity and not discriminate against any person because of sex, race, colour or national origin. To help us monitor this, will you please provide details below. This information will only be used for this purpose.
Completion is entirely voluntary and is not required for consideration for employment.

What is your ethnic group? Please chose ONE section from A to E, then circle or highlight the appropriate box to indicate your cultural background.

A White

British

Irish

Any other White background (please specify)

.....

B Mixed

White and Black Caribbean

White and Black African

White and Asian

Any other Mixed background (please specify)

.....

C Asian or Asian British

Indian

Pakistani

Bangladeshi

Any other Asian background (please specify)

.....

D Black or Black British

Caribbean

African

Any other Black background (please specify)

.....

E Chinese or other ethnic group

Chinese

Any other (please specify)

.....

F Religion (optional)

What is your religion?

None

Anglican

Catholic

Muslim

Buddhist

Hindu

Jewish

Sikh

Any other religion (please specify)

.....

G. Are you male / female?

H. Date of birth.....

NameDate.....

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