



# Truro Cathedral

*sacred space, common ground*

## Lay Vicar (Tenor)



## **Our Vision, Ambition and Values**

### **Vision**

Our vision for Truro Cathedral is to create **Sacred Space** in which the holiness of God is encountered in an open and inclusive way and **Common Ground** where issues shared by the whole of humanity can be explored.

### **Ambition**

Inspired by the Gospel of Jesus Christ, we work to build a welcoming, inclusive and engaging environment that, through the delivery of a diverse and inspiring programme of worship, events, educational activities and community outreach, fulfils and spiritually enriches all who experience Truro Cathedral.

### **Values**

#### **Love & Unity**

We care for one another with compassion and kindness and our work is embedded in a spirit of love and cooperation as we come together to succeed in our mission for the cathedral.

#### **Dignity & Respect**

We respect others and value diversity, embracing our similarities and differences with gentleness, self-control and a willingness to learn. We welcome expressions of spirituality, respecting and valuing those with different faiths or no faith.

#### **Accountability & Integrity**

We act with honesty, openness and integrity in everything we do. We use the resources entrusted to us wisely and effectively with transparency and accountability. We demand high standards of professionalism from ourselves every day, always striving to deliver excellence in our work.

#### **Creativity & Courage**

We are bold and challenge ourselves and others to question the norm. We explore new options and take intelligent risks, confident that we do so in a supportive environment. Committed to continual development, we embrace change and nurture personal growth.

## Function Description

<b>Function Title</b>	Lay Vicar (Tenor)
<b>Hours of Work</b>	400 hours per annum, mostly during academic term time
<b>Salary</b>	£8,488pa
<b>Line manager</b>	Director of Music

### Overview and general duties

Truro Cathedral is situated in the centre of the city and was consecrated in 1887.

The Cathedral Choir consists of 20 boy and girl choristers aged 8-13, 18 senior girl choristers, 8 Lay Vicars and 5 Choral Scholars. The choristers are all educated at Truro School. James Anderson-Besant is the Organist and Director of Music and Andrew Wyatt is the Assistant Director of Music. There is a flourishing choral scholarship scheme which was started in September 1995.

At the heart of the choir's duties are the 7 sung services each week during term time (6 of which involve Lay Vicars), as well as special services in the periods leading up to and including Christmas and Easter.

Tours have taken the choir to Germany, the Isles of Scilly, Sweden, Spain, Austria, Italy, Switzerland, and the Netherlands in 2025. As well as regular appearances on Radio 3's Choral Evensong programme, the choir has sung live on BBC1 as well as recording for BBC1, BBC2 and BBC4.

The choir records regularly for Regent Records. Recent releases have included music from the time of the First World War (including Parry's Songs of Farewell), music composed for Truro Cathedral by leading contemporary composers, and single-composer discs of music by Benjamin Britten, Louis Vierne, Maurice Duruflé, Philip Stopford and Gabriel Jackson. In November the choir will release a disc centred around the music of Orlando Gibbons in the 400<sup>th</sup> year of his death. The choir's first DVD was released in 2015. The choir has recorded with the BBC National Orchestra of Wales and the BBC Concert Orchestra.

The choir regularly livestreams services and has a large following for these on YouTube.

A substantial body of new music has been written specially for Truro Cathedral Choir in the past few years by, among others, Dobrinka Tabakova, David Bednall, David Briggs, Graham Fitkin, Howard Goodall, James MacMillan, Russell Pascoe, Howard Skempton, Richard Shephard and Philip Stopford.

As the choir's adult professional singers, Lay Vicars play an important part in all of the activities described above.

## Key Duties and Responsibilities

- To sing the regular services and associated rehearsals during the choir terms\*
- To sing at additional occasional services and associated rehearsals\*\*
- To sing on DVD recordings, CD recordings and broadcast services, and at weddings, memorial services, concerts and festivals \*\*\*
- To undertake private preparation of music in your own time for rehearsals and performances
- To maintain consistently high vocal standards
- To perform as a confident and authoritative soloist and as a proficient ensemble singer
- To maintain high standards of punctuality and personal organisation
- To demonstrate an aptitude for team working and for working with children
- To provide guidance and support in a practical and professional way to other Lay Vicars and to Choral Scholars
- To have excellent personal presentation
- To provide and wear black shoes for services
- To undertake necessary steps to maintain the quality of your singing voice (a limited amount of singing tuition can be provided, at the expense of the Chapter)
- To participate in periodic appraisals in line with Chapter policy

It is anticipated that a Lay Vicar will have other employment or be self-employed in addition to their work at the cathedral.

Lay Vicars are encouraged to participate in choir tours when they arise. No additional fees are payable for these.

**\*There is normally a two-week pattern for these as follows:**

### Week A

<b>Monday</b>	5.00pm rehearsal for 5.30pm service, finished by 6.15pm
<b>Tuesday</b>	5.00pm rehearsal for 5.30pm service, finished by 6.15pm
<b>Wednesday</b>	5.00pm rehearsal for 5.30pm service, followed by tea and then a rehearsal for altos, tenors and basses, finished by 7.00pm
<b>Thursday</b>	No duties
<b>Friday</b>	5.00pm rehearsal for 5.30pm service, finished by 6.15pm
<b>Sunday</b>	9.05am rehearsal for 10.00am service, finished by 11.35am; 3.30pm rehearsal for 4.00pm Evensong, finished by 5.10pm.

## Week B

<b>Monday</b>	No duties
<b>Tuesday</b>	5.00pm rehearsal for 5.30pm service, finished by 6.15pm
<b>Wednesday</b>	5.00pm rehearsal for 5.30pm service, followed by tea and then a rehearsal for altos, tenors and basses, finished by 7.00pm
<b>Thursday</b>	5.00pm rehearsal for 5.30pm service, finished by 6.15pm
<b>Friday</b>	5.00pm rehearsal for 5.30pm service, finished by 6.15pm
<b>Sunday</b>	9.05am rehearsal for 10.00am service, finished by 11.35am; 3.30pm rehearsal for 4.00pm Evensong, finished by 5.10pm

### **\*\*These include:**

- The Old Choristers' Association Evensong, usually on a Saturday in September (there is a service off in lieu)
- The Diocesan Choral Festival, usually on a Saturday in October (there is a service off in lieu)
- A Requiem Mass on a Sunday in November
- The Advent Carol Service on a Sunday in December and Christmas services on 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup> December
- Maundy Thursday Eucharist; The Liturgy on Good Friday morning (in addition to Evensong); The Liturgy on Easter Day at 5.30am (rehearsal at 5.15am)
- The Ordination of Priests service on a Saturday in June or July
- A live broadcast of Choral Evensong on BBC Radio 3, usually on a Wednesday at 3.30pm (rehearsal at 1.30pm)

### **\*\*\* These include:**

#### **Broadcasts**

- Live broadcasts of Choral Evensong on BBC Radio 3, usually on a Wednesday at 3.30pm (rehearsal at 1.30pm).

#### **Concerts**

- A concert each term (usually in December, March and June). Additional fees are payable and there is a service off in lieu.
- Two or three concerts each year at parish churches in Cornwall. No additional fees are payable but travel costs are reimbursed at the cathedral's standard rate. There is a service off in lieu.

#### **Recordings**

- The Choir typically records one CD each year. This usually takes place in four recording sessions on consecutive weekdays from 5.00pm to 8.00pm. No additional fees are payable.

### **Additional responsibilities**

- To ensure compliance with relevant legislation and statutory codes of practice, as advised
- To attend regular periodic safeguarding training approved or arranged by the cathedral
- To be aware at all times of the importance of discretion in conduct and behaviour, especially with all those under the age of 19
- To have a sympathetic attitude to the Cathedral and uphold its vision and values
- To ensure that professional skills are regularly updated through participation in training and development activities, which may include periods of professional singing work outside of the cathedral
- Any other duties as may be reasonably required with mutual consent and adequate compensation.

### **General**


1. The use of mobile devices is not permitted during rehearsals or services
2. Attend and participate in training courses as directed.
3. Maintain confidentiality at all times.
4. Take a positive and active part in the cathedral's annual appraisal/review system.
5. Uphold the cathedral's values.
6. Adhere to Truro Cathedral's policies and procedures.
7. Other duties as are necessary for the smooth running of the business.
8. This job description will be subject to regular review and amended to meet the changing needs of the cathedral.

## Person specification

Essential	Desirable
Demonstrate a high level of musicianship, ability and experience as a choral singer	Experience of singing in a cathedral style choir
Demonstrate a sympathy with the ethos of the cathedral, its worship and choral tradition	Degree/postgraduate and/or a music diploma level of education
Good sight-reading skills	
Good technical vocal skills that enable the execution of required duties of this role	
Good organisational and interpersonal skills	
A positive approach to team work and innovation	
Ability to maintain professional boundaries when working with children	
Punctual, reliable with a positive outlook	
Flexible in response to changing circumstances	
A responsible and proactive approach for own personal development	

## Terms & Conditions

<b>Function Title</b>	Lay Vicar (Tenor)
<b>Contract</b>	Permanent
<b>Salary</b>	£8,488pa
<b>Hours of work</b>	400 hours per year
<b>Holiday</b>	58 hours per year
<b>Line Manager</b>	Director of Music
<b>Place of work</b>	Truro Cathedral
<b>Probation</b>	The post will be subject to a 6-month probationary period, during which time, either party may give the other one month's written notice
<b>Pension</b>	You will automatically be enrolled on the government's Nest pension scheme, but can opt out if you wish. Following six months' employment, you will be eligible to enrol on the Church Workers Pension Scheme.
<b>Smoking</b>	The cathedral operates a no-smoking policy
<b>Health &amp; Safety</b>	All staff are required to follow the policies and procedures set out in the team handbook
<b>Equal Opportunities</b>	Truro Cathedral operates under the principles of Equal Opportunity, insisting on and promoting equality of opportunity and access to all, regardless of age, race, colour, ethnic or national origin, gender, marital status, sexual orientation, disability or impairment, income, education, religious beliefs or cultural heritage. This applies to all we do, including our campaigns and employment practices, membership of committees, all stages of recruitment or selection processes, working practices, conditions of work, and allocation of resources.
<b>Safeguarding</b>	<p>Safeguarding – Everyone Matters – Everyone's Responsibility</p> <p>Truro Cathedral strives to be trauma-informed and is committed to developing safer policies, cultures and practices. Truro Cathedral's safeguarding policy provides a framework to promote the welfare and protection of children and vulnerable adults. It is available at <a href="http://www.trurocathedral.org.uk">www.trurocathedral.org.uk</a> or in the company documents area of BreatheHR.</p> <p>Training: The postholder will be expected to attend safeguarding training up to 'Basic Awareness, 'Foundations' or 'Leadership' level, dependent on the post applied for. This will</p>



	<p>be arranged by the cathedral and may be required before a start date can be agreed.</p>
--	--