



Leicester Cathedral
A beating heart for City and County

Canon Precentor and Canon Residentiary

Role Description





About Leicester Cathedral

The Cathedral has identified our mission as being a 'beating heart for City and County' through our worship, welcome and witness. These three words shape key priorities for us as the seat of the bishop and as a centre of mission (the Cathedrals Measure). We are very aware of context. We are not trying to be anything other than Leicester Cathedral with big opportunities and big challenges. We have increasing profile and reach, and seek to maximise both for the sake of the growth of God's Kingdom and for the welfare and wellbeing of those amongst whom we live and pray.

Specific goals in our Strategic Plan (www.leicestercathedral.org/about-us/strategic-plan) relate to the renewal and growth of our congregations and community; the renewal of our response in mission especially through the arts, social outreach and interfaith engagement and finally the renewal of our building – making it beautiful and fit for purpose and putting it to the service of both the Diocese and the wider community. We are a rural Diocese with urban heartlands. The Cathedral is in the middle of the city in the heart of the geographical Diocese. We serve a diverse multi-cultural city and a county with rolling farmland, ex-industrial communities, market towns, significant deprivation and considerable wealth.

We hope our new colleague will relish cathedral life and worship and genuinely wish to work as part of the team of lay and ordained people, paid staff and volunteers. She/he will live right in the heart of the bustling city centre adjacent to the Cathedral and will need to be able to thrive in this multi-cultural context.

The Cathedral and Diocese share offices at St Martins House, which is also a conference centre. Since 2018, this has been complemented by St Martins Lodge, a stylish hotel offering bed and breakfast accommodation. And the 'Cathedral Quarter' of the city is now completed by the Community of the Tree Life, a residential community for young adults exploring prayer and Christian service, housed on the site of the former Greyfriars monastery. All these spaces are framed by the Cathedral and by Cathedral

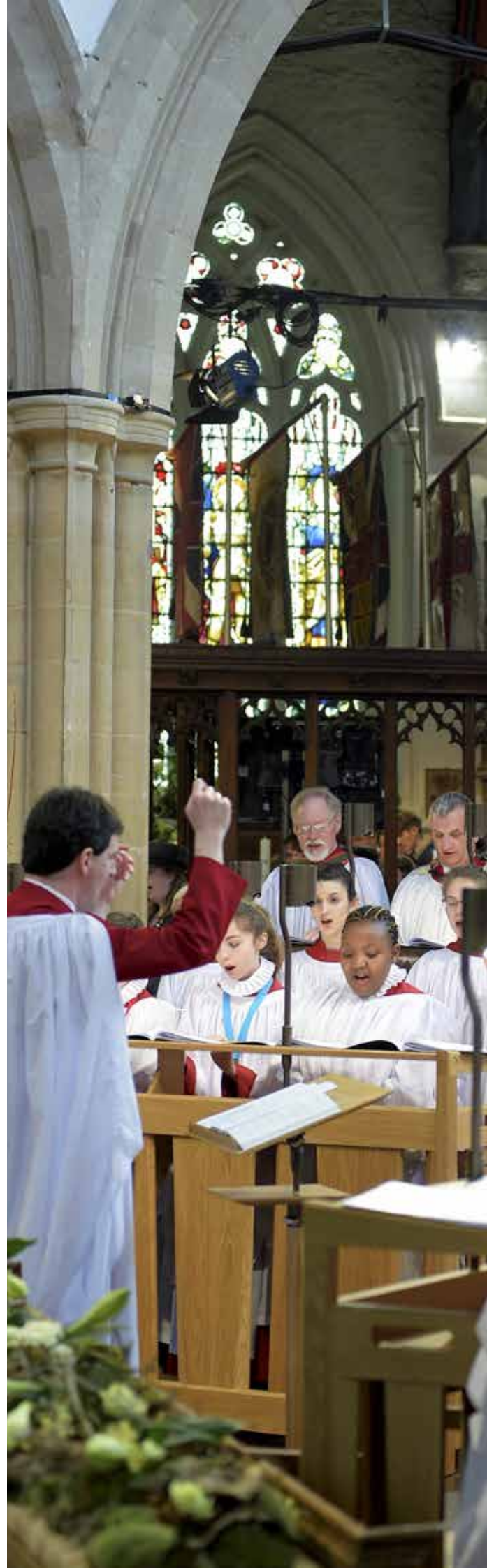
Gardens, which has become a very pleasant space in the city centre where people gather, relax and meet.

Ours is a community that has been engaged in much change, with the first stage of Cathedral re-ordering completed 5 years ago to enable the reinterment of King Richard III. In particular our current development project *Leicester Cathedral Revealed* (LCR) will complete the re-ordering of the Cathedral and provide a new Chapter House to better meet the needs of visitors and congregations. This will also involve new activity and outreach programmes.

We are hoping that this work may begin as early as Easter 2021 with parts of the cathedral building being decommissioned and disrupted for 18 months+. We want to complete the capital works approximately by Christmas 2022, followed by a series of opening events and activities which will run for several years to heighten engagement, reach, evangelism and discipleship and contribute to financial sustainability. This period will also encompass the forthcoming Centenary of the Diocese.

Daily worship will be impacted during LCR with Sunday services possibly taking place in St Martins House and 'Cathedral on Tour' being an important element; for instance taking Evensong out into the parishes of the Diocese on a Sunday afternoon in term time. Congregations are being prepared for these changes and we know we are likely to gain some new people as well as lose some. Our spiritual and Christian formation needs to help to give us the tools and resilience for this transitional time.

Our new Precentor needs to lead our music and liturgy and spiritual formation through a period of dislocation, experimentation, re-location and consolidation so that, when we return to the redeveloped and restored Cathedral spaces, we can offer inspiring worship that conveys excellence and depth alongside worship which is participatory and relevant to this city and county. Such worship must have the capacity for transformation and to draw people into further pilgrimage with Jesus Christ.





The Impact of COVID-19

The City of Leicester experienced an additional lockdown in July and August 2020 when the rest of the country was being released. This means that our local community faces additional challenges.

We furloughed eight staff (50%) and have been operating from home and online. Chapter has had to initiate a staff restructure resulting in three staff members accepting reduced hours and four staff members being made redundant.

Chapter remains committed to our existing strategic plan in terms of the outcomes we seek but we recognise that the ways we deliver things and the things we deliver will change. The Chapter have sought to resource Music and Liturgy both through staff and professionalised volunteer roles, recognising that it takes considerable time and skill to build up musical resources in a context such as Leicester's, which requires long term commitment.

Overall we have a small but beautifully formed team of highly motivated staff and volunteers, so we need someone who will very much play their part in the team rather than plough their own furrows.

During this time, the experience of BAME people has been highlighted as well as the structural racism which they experience. There is diversity in both congregations (adults and children) and in our choirs but no equivalent diversity in our governance and leadership. Chapter are seeking to address this through a BAME action plan and the appointment of a BAME champion.

The Diocese have a project funded by the Strategic Development Funding to support and develop BAME Christians in their vocation and participation. This also creates new Inter Cultural Worshipping Communities (ICWC's).

We already have some track record on inclusion with respect to gender, sexuality and engagement with peoples of other faiths. This plan will help the Cathedral make the cultural shift from having a reasonable amount of diversity into a place that is genuinely inclusive. So we especially will welcome expressions of interest and applications from BAME candidates.

Staff Structure 2020/2021



Leicester Cathedral Liturgy and Music Department

Liturgy

Pre-COVID our service pattern included Mon-Sat Morning Prayer at 8.30am, with Choral Evensong on Monday, Tuesday and Thursday at 5.30pm and Evening Prayer on non-choral days. There is a lunchtime Eucharist Monday-Friday each with a different theme and intention.

Sundays include 8.00am Said Holy Communion (BCP), 10.30am Cathedral Eucharist (Choral during term time) and 3.00pm Choral Evensong (said Evening Prayer on non-choral days).

Most of our liturgy comes from authorised texts but we also draw from many other sources to highlight seasonal or thematic variations including poetry and prose from a wide range of writings.

Many other special services take place which range in content and style, including Diocesan Services which often use Choral music alongside a visiting Worship Band.

We wear vestments and our worship is relaxed yet generally formal.

COVID has unsettled all this but has also created new opportunity, not least online. We recognise that a so-called 'post-COVID' return to worship does not simply mean replicating what was there previously but requires a more imaginative response much of which we are yet to discern.

Music

The Cathedral Choir sings in various combinations at the five choral services held at the Cathedral every week. Since there is no choir school, children are recruited to the Boys' and Junior Girls' Choirs from a range of local state and independent primary schools (including from those taking part in *DioSing!*). Currently over 80% of our school-age singers attend state schools. Girls join the Senior Girls' Choir at the age of 13 and boys become Young Songmen when their voices change, singing the lower parts alongside adult singers, who come from many different walks of life and include Choral Scholars from local universities. There is also an adult Chamber Choir that rehearses for and performs at specific events as required and with which all sixth-form members of the Cathedral Choir are routinely invited to sing. A number of sixth-formers also hold Choral Scholarships with the local chamber choir Leicestershire Chorale.



Foreign trips in recent years have taken the choir to Germany and the Isle of Man. Cathedral residencies have included Worcester, Durham and Brecon Cathedral, where they sang for a Jazz Service forming a part of the Brecon Jazz Festival, and they will sing at Canterbury for a week in 2022. The choir has broadcast on local and national radio and television, including live broadcasts of the morning Eucharist on Easter Sunday in 2014 and of Sunday Worship on Radio Four just over a year ago to mark the 50th anniversary of the moon landings.

The Cathedral employs a full-time Director of Music, a full-time Assistant Director of Music and Head of Music Outreach, and a part-time Associate Organist, who take responsibility both for the musical provision at the five choral services weekly and for the Cathedral's schools' singing programme *DioSing!* Administrative support will in future be provided by a volunteer (to be appointed) and a team of volunteer Choir Chaperones assists with the supervision of Choristers.

The schools' singing programme *DioSing!* aims to give children from all over the city and county the opportunity to develop their singing and general musical skills under the guidance of Cathedral musicians and to experience something of the liturgical and spiritual life of the Cathedral. Regular highlights of the year are the Musical Advent Calendar, when each school records a seasonal song for broadcast on the Cathedral's YouTube channel in December and the summer Big Sing, a concert performance of a large-scale work such as Andrew Lloyd-Webber's *Joseph and his Amazing Technicolour Dreamcoat*, Lin Marsh's *Earth, Sea and Sky*, Rebecca Lawrence's *Past and Present* and a schools' cantata *The King in the Car Park*, commissioned in 2015 to coincide with the reinterment of King Richard III. Following the recent staff restructuring, delivery of *DioSing!* is now undertaken by the Director and Assistant Director of Music.

Leicester Cathedral Music Foundation was set up in November 2017 by the College of Canons. Since then, it has provided financial support for projects such as the Bach Cantata series in the spring of 2018, funded scholarships towards the cost of instrumental/singing tuition and participation in summer schools for Choristers and Young Songmen, and contributed towards the cost of the summer residential trip to Brecon in 2018. It also covers the fees paid to adult singers for regular services.



The Diocese of Leicester

Re-founded in 1926, Leicester is one of the youngest dioceses in England. The present Diocesan Bishop, The Rt Revd Martyn Snow, was welcomed in May 2016, and the Suffragan Bishop of Loughborough, The Rt Revd Dr Guli Francis-Dehqani, was welcomed in December 2017.

The boundary of the Diocese is almost coterminous with the county of Leicestershire, which has a total population of just over one million people. The city of Leicester lies at the centre of the Diocese. It was one of the first cities in the country to have a majority of residents who are black, Asian or minority ethnic.

The Diocese is divided into two archdeaconries, broadly covering the west and east of the county. 244 parishes are served by 110 stipendiary, 25 self-supporting clergy and 97 Readers. In addition, 40 licensed pioneers are developing fresh expressions of churches. There are also 97 Church of England schools and academies.

Our Vision

Our vision is the **kingdom of God** and therefore we seek to be a church which is 'a **sign, instrument and foretaste**' of the kingdom of God.

Our Values

Among the many values of God's kingdom, we are seeking to be shaped by **Three Key Values**:

- **Value 1: attentiveness** to God and our local communities, so that we can pray for and witness to the coming of God's Kingdom. (As part of this, the diocesan leadership is committed to being attentive to the wellbeing of all ministers and staff).
- **Value 2: creativity** as we serve our local communities and invite people to explore faith in Jesus Christ.
- **Value 3: generosity** in giving and receiving – reflecting God's generosity to us.



Our Strategy

Our strategy is focused on '**Everyday Faith**' (another way of describing discipleship) and this is worked out through 'local decision making within a diocesan-wide framework' (which includes safeguarding as a statutory responsibility). The bishops are asking all ministers and churches to frame their ministry in response to **Three Key Questions**:

- Question 1: How are you growing, and enabling others to grow in the depth of their discipleship?
- Question 2: How are you enabling growth in the numbers of disciples of Jesus?
- Question 3: How are you serving your community, and enabling others to serve those around them?

Our Priorities

We are working with **Five Strategic Priorities**:

1. **New communities** – establishing as many fresh expressions of church (including church plants) as there are inherited churches (Resourcing Churches are one part of this SP).
2. **Intercultural communities** – growing our numbers of BAME ministers and intentionally learning from different cultures (our designated Intercultural Worshipping Communities are one part of this SP).
3. **Intergenerational communities** – 'growing faith' among children and young people through links between churches, schools and households.
4. **Eco-communities** – achieving eco-diocese status and aiming for net zero emissions by 2030.
5. **Reconciling communities** – to 'live well together' in church and society across our many divides.

The Diocese, COVID-19 and 'Changing Church Together'

The impact of the COVID-19 pandemic means that we now need to reassess our five strategic priorities. They may still be appropriate, but the changed context in which we are working necessitates a review. There is also a much greater sense of urgency in the need to reshape our diocesan support structures.

We had anticipated taking the next five years to reshape our model of ministry, our finances and our care of church buildings. However, we now aim to spend the next year conducting a diocesan-wide conversation in order to agree a new approach which will then be implemented over the following year.



Canon Precentor Role Specification

Leicester Cathedral wants to be ‘a beating heart for city and county’ as a community of faith gathered around the ‘seat of the Bishop’. We pray to be a place of worship, witness and welcome. Daily patterned prayer sits right at the heart of who we are and what we do.

The principal role of the Canon Precentor is to curate and animate our worship through pastorally sensitive liturgy, music and spiritual formation (discipleship) so that God the Holy Trinity may be worshipped and adored.

There are aspects of our worship which need to be patterned and routine, therefore needing regular and consistent care support. There are other elements of worship which need imagination and creativity with an interest in a breadth of music and texts. This is needed for special services and also to bring an element of flair and contextualization in this place (city and county in the East Midlands) to our week by week, day by day offering of worship.

This is to be undertaken in ways that will enable as many as possible from every walk of life to be drawn into that transformative experience of praise and lament, through traditional and yet also imaginative opportunities to gather together both in and around the Cathedral and online.

Key Relationships

Chapter, Cathedral Executive including Dean and other Canons, Music Department, Choirs, volunteer teams (including Servers, Bellringers, Flower arrangers, Fundraisers, Intercessors, Readers, Wardens and Sidespeople), Vergers, Bishops’ Office, Civic and Public Offices, Comms & Media Team, DBF and DBE staff.

Report

Oversight by the Dean including departmental reporting. MDR will also be conducted by the Dean.

The Role of a Cathedral Canon

Each Residentiary Canon has three loci of ministry. Our Precentor needs to enable each aspect to be fulfilled with care, commitment and imagination:

- i. Leadership of their area of expertise (oversight of Liturgy & Music, Spirituality & formation)
- ii. Residentiary Canon role-sharing in daily cathedral duties, and membership of Chapter Executive
- iii. Their trustee and governance role as a Chapter member.

Key Responsibilities

1. To develop and lead the Cathedral's Liturgy and Worship

The Dean delegates the majority of his responsibility for liturgy, worship and spiritual formation (discipleship) to the Precentor whilst maintaining oversight, on-going dialogue and reflection on these vital areas within the wide and diverse range of our Cathedral community.

- Support and oversee the planning, preparation, management and delivery of all Cathedral services, both said and choral, embodying the values and character of the Cathedral Community. We wish to utilise the fullness of the Anglican Choral tradition whilst also being creative and experimental for services that need greater informality or diversity of text or music. This includes making connections with different cultures, experiences and identities, in addition to an awareness that we are part of a diverse Anglican community. All need to find expression in our worship.
- Enable through support and training all those participating in worship to offer their best
- To oversee with care and encouragement the Music Department with respect to their provision of liturgical and other music and *DioSing!*, our music outreach programme
- To oversee with care and encouragement the Verger Department in their work with liturgy, events and the interfaces with St Martins House and Cathedral Gardens
- Participate with Diocesan Staff (especially the Bishops' Chaplain) and our external stakeholders to develop and offer special services appropriate to the occasion
- Review and revise the Liturgical Plan and establish a Music Department Development Plan in tandem with the Cathedral Strategic Plan and in collaboration with other cultural and arts venues and organisations across the community
- Ensure through collaboration with our Cathedral Communications and Media Team that all services are advertised using print and social media. This includes regular liaison with the Marketing and Branding Officer who produces service orders and posters
- Imaginatively consider and develop and keep under review our online worship
- Understand and steward the budget for Liturgy and ensure scrutiny and oversight of the Music Department budget which is the responsibility of the Director of Music
- Have oversight of Safeguarding across music and liturgy
- Contribute to the thinking and practice of Liturgy and Music across the Diocese through the work of the Diocesan Worship and Liturgy Committee and other formation and learning through the Diocesan Department for Mission and Ministry
- Attend the Precentor's Conference and participate in this network.

2. Spirituality & Discipleship

- Model and oversee Cathedral spiritual formation and discipleship through pastoral liturgy and an offering of discipleship growth activities developed by our 0.75fte Discipleship Officer
- Write, speak, and preach to enable people to grow in daily faith with a lively, enquiring and theologically informed heart and mind
- Model and explore how best to offer pastoral oversight for all musical and liturgical staff and volunteers, adults and children

- Nurture the vocation of those taking part in services towards deeper discipleship and growth in spirituality, including fostering the exploration of other forms of ministry both lay and ordained
- Oversight of Spirituality and Formation and the oversight of provision for CHALK (Children at Leicester 'K'athedral) is being moved from the Canon Chancellor to Precentor. The Precentor will need to carry people with them and be an encourager, champion and recruiter for this work.
- Connect and create fruitful relationships with the Canon Pastor, Chaplaincy Enabler and Pastoral Assistant (Prayer) to ensure the informal provision for prayer is held within the wider liturgical vision and policy
- Be the contact and liaison person with our neighbours at the new monastic Community of the Tree of Life.

3. Residentiary Role

- Share in Residence which includes presiding at the majority of services when on duty and being the 'back-stop' for any operational or pastoral issues that may arise
- Share in the weekly Executive Meeting comprising the Dean, Residentiary Canons, Administrator and the Executive Assistant to ensure that Chapter's decisions are followed through, and also to shape thinking and discerning how best to help deliver the Cathedral's Strategic Plan
- To help lead, support and manage the Cathedral during a time of great and profound change through the *Leicester Cathedral Revealed* project
- To lead and preach and listen across the Diocese as an ambassador for the Cathedral.

4. Governance Role

- To be a full member of Chapter during a period when the new Cathedrals' Measure is to be implemented
- In attendance at the Fabric Advisory Committee
- In attendance at the Leicester Cathedral Music Foundation and be the lead executive working with the Chair of the Foundation to develop the work and effectiveness of Foundation. Ultimately, the long term aim is to enable the Foundation to largely fund the Music Department.
- To attend the College of Canons
- To represent the Cathedral at public events and ad hoc meeting such as the Friends of Leicester Cathedral
- Membership of task groups as agreed and as necessary
- Compliance with Cathedral Policies and Procedures.



Person Specification

We want to be surprised by who God might call here. The following tries to note some of the things that someone could bring to this role helping us to understand that she/he could be well suited. However, we don't think for a moment that anyone will be able to fulfil all of these attributes.

If having read the Role Description and you feel nudged by God to apply or feel experienced and skilled to do so, or you are intrigued to explore Cathedral ministry in a place like Leicester, then please complete a form. None of us comes fully formed into these roles and this is a place where we grow lay and ordained leaders helping them to acquire new skills and to discover new gifts.

Attribute	Essential	Desirable
Vocational	<p>A priest at least 6 years in holy orders in good standing with the Church of England</p> <p>A passion for the mission of God through the work of cathedrals</p> <p>A passion for liturgy as 'the work of the people' and as a means for encounter with the divine</p> <p>A heartfelt commitment to daily prayer using the Daily Offices</p>	
Experience	<p>Ministerial experience in settings with choral liturgical worship</p> <p>Familiar with Common Worship and Prayer Book texts</p> <p>Working beyond the parish at Deanery, diocesan or national contexts in areas where you excel or have particular experience</p> <p>Leading others in spirituality and discipleship development – both adults and children</p>	<p>Ministerial experience in a variety of liturgical contexts including multi-cultural contexts</p> <p>Experience of cathedral ministry and worship</p>

<p>Skills</p>	<p>A competent singer who can sight read</p> <p>Excellent planning and organisational skills</p> <p>IT competent</p> <p>Experience of using social media in ministry</p> <p>Good at getting the best out of the people who are colleagues whether staff or volunteers</p> <p>Able to both understand the big picture yet contribute to granular details</p>	<p>Experience of leadership in a significant process of change</p> <p>Financial Management</p> <p>Experience as a Trustee or Board member with a developed understanding of good governance</p> <p>Working with data to write reports and contribute to thinking</p> <p>Experience of writing funding bids</p>
<p>Personal Attributes</p>	<p>A creative imagination</p> <p>A team player who can flourish amidst big personalities</p> <p>Able to work with significant volumes, under time pressures</p> <p>Practices at ensuring personal well-being</p> <p>Commitment to moving from an appreciation of diversity to inclusion</p> <p>Able to get the best out of others</p> <p>Confident to address issues rather than avoid difficulty</p> <p>A willing life-long learner.</p>	<p>Wider interests in other aspects of culture and the arts</p> <p>Training in group dynamics or reconciliation or some other personal/pastoral skills</p> <p>Work that demonstrates BAME inclusion</p> <p>Research interest in relevant subjects to this role.</p>

Terms and Conditions

The appointment as a Residentiary Canon is under Common Tenure with the stipend funded by the Church Commissioners. A Residentiary Canon must have been in Anglican Holy Orders for at least six years.

Accommodation

The Precentor's House comprises an Arts and Crafts home built in 1904 with some modern additions. It is located at 23 St Martins and it was refurbished 6 years ago. The house comprises 1 sitting room, 1 dining room, 1 kitchen, 1 downstairs toilet, and a bathroom on landing. First floor – 1 bedroom with ensuite and 2 further bedrooms (one used as a study), 2nd floor 2 bedrooms. The house is located as part of the clergy housing on the east side of Cathedral Gardens, in the heart of a busy city-centre. Work is underway to rectify some issues identified by the last building inspection.

Removals

Quotations will need to be submitted and a removal company agreed with Chapter covering the costs.

Working Accommodation

An open plan office is provided adjacent at St Martins House in addition to homeworking with a computer in the Precentor's study wired into the Cathedral system.

Working Hours and Annual Leave

Office holders are required to work flexibly ensuring their own well-being. Office holders are entitled to a full 24 hours off every week. Our Bishops encourage clergy to try to take a 48 hour leave period every month. Six weeks annual leave is available in addition to Bank Holidays. Leave is worked out in negotiation with the Dean and Executive and normally may not be taken during choir terms.

Expenses

Legitimate expenses are met in full on a monthly expense claim.

Termination of Appointment

You are required to offer at least three months' notice to the Diocesan Bishop and Dean before resigning this appointment. This period may be waived after consultation.



Discernment Process

Completed applications are required by **midday** on **Friday 2 October 2020**.

Applications should be sent:

by **email** to: andrew.radford@leccofe.org

by **post** to: Andrew Radford
Cathedral Office
St Martins House
7 Peacock Lane
Leicester
LE1 5PZ

Shortlisting will take place by Friday 9 October 2020.

Interviews and Visit from 2.00pm, Tuesday 27 October, with formal process on Wednesday 28 October 2020.

Candidates will arrive on the afternoon of the first day in order to informally meet with a number of people, have a tour of the Cathedral and the Precentor's House and then share an evening meal with the Dean and Executive Team.

Shortlisted candidates will be required to produce a Presentation (topic to be notified) and undertake a singing test with the Director of Music.

The interview panel will be chaired by the Bishop and will comprise a choir parent, a representative from the Diocese, a lay member of Chapter and the Dean.

Overnight accommodation will be provided. Legitimate travel expenses will be covered.

Exploring this post further with the Dean of Leicester

Candidates wishing to have an informal conversation about this role with The Very Revd David Monteith may email him to arrange a phone call.

Please contact: david.monteith@leicestercofe.org

