



WINCHESTER
COLLEGE

HEAD OF CHAPEL MUSIC
& CHORAL PARTNERSHIPS
CANDIDATE INFORMATION PACK



APPOINTMENT OF HEAD OF CHAPEL MUSIC & CHORAL PARTNERSHIPS

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Winchester College seeks to appoint a Head of Chapel Music & Choral Partnerships from September 2024. The Choral Foundation sits at the heart of Winchester College and this is a prestigious appointment within the College. The post-holder will be responsible for upholding and enhancing the ancient choral tradition and implementing substantial development of the Choral Foundation.

ABOUT WINCHESTER COLLEGE

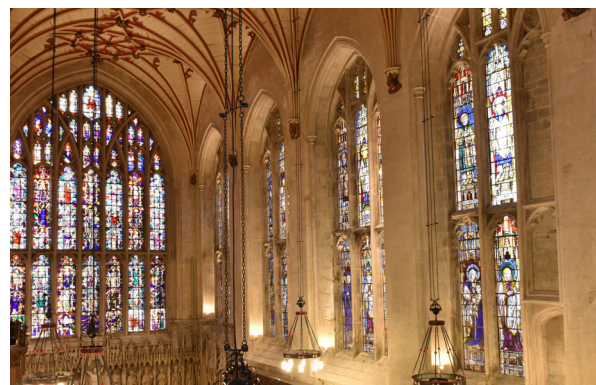
Winchester College currently has over 700 pupils. In September 2022, the College welcomed 40 day boys and girls into the Sixth Form, and will continue to do so over time, expanding the entry each year to include girl boarders in due course. The number of pupils boarding at the College will remain the same. Situated in the heart of Winchester and within easy reach of London, there are few schools in the world which can claim to be as historic, distinguished and beautiful as Winchester College. This unparalleled combination attracts pupils from across the world, making Winchester a truly international and diverse community which celebrates and values everyone's individuality, talents and potential.

THE CHORAL FOUNDATION

Music has been central to life at Winchester ever since its foundation in 1382 when William of Wykeham made provision for 16 choirboys, Quiristers, who still provide the treble line for the Chapel Choir. Past organists and Masters of Music include Thomas Weelkes, Jeremiah Clarke, Samuel Sebastian Wesley, and Sir George Dyson. The College is unique in having maintained its Choral Foundation to the present day, and the Music Department is now one of the leading departments in the country, offering outstanding opportunities to musical pupils. Winchester is a singing school and all pupils take part enthusiastically in the annual House Singing competition, as well as enjoying favourite hymns sung both in the Chapel and in College services in the Cathedral.

The treble line of the Chapel Choir is provided by the Quiristers (age 8-13), who are educated and board at The Pilgrims' School. The Pilgrims' School is an independent boys' preparatory school situated in the Cathedral Close and also educates the Winchester Cathedral boy choristers, and other pupils. The presence of 2 sets of choristers in the Pilgrims' School gives it a unique character, and The Pilgrims' School is respected for outstanding instrumental music and providing an exceptionally strong academic education.

The lower parts in the Choir ('back rows') are sung by senior pupils. There are currently over 60 Music Scholars and Music Exhibitioners in the College and many ex-cathedral and collegiate choristers choose Winchester, developing their instrumental playing through a music award and returning to the Chapel Choir after voice change. One of the attractions is that the trained Quirister treble line enables choristers to enjoy Chapel services of a similar quality to their previous cathedral experience. A small number of staff and other adults also currently sing with the choir.



MUSIC AT WINCHESTER

Around two thirds of pupils at Winchester learn an instrument, while many learn two or three: over 700 individual instrumental lessons are given each week. Pupils can study music at IGCSE and A level, and many go on to read Music at university, often alongside choral or organ scholarships or instrumental awards. Over 30 pupils hold diplomas in one or more instruments and/or singing, and there are weekly performance opportunities through informal, chamber, house, whole school and public concerts.

The Music School offers excellent facilities for music making, with a large rehearsal and concert hall, 50 teaching and practice rooms, a fully-equipped music technology classroom, recording studio, editing suite, percussion studio and rock room. New Hall, which was extensively refurbished in 2014, provides an outstanding performance space, with seating for 400, excellent backstage facilities and first-rate acoustics. The College Chapel provides an inspirational venue for choral music, and a purpose built Song School provides an excellent venue for daily rehearsals. John Fromond's Chantry Chapel contains a 2005 Harrison and Harrison 2 manual tracker action organ and Saturday compline is sung in this beautiful space.

Winchester College Choral Society (pupils, parents and staff) performs a large-scale annual oratorio in Winchester Cathedral. This is usually directed by the Director of Music, who is also the Director of Winchester Philharmonic Choir, but from time to time the Head of Chapel Music has directed large-scale works.



THE ROLE

The Head of Chapel Music is predominantly a term-time only role. Term dates are available on the website. The Choir does not sing at Christmas or Easter, but usually enjoys one or two concert engagements just after the end of each term. As is the case in most boarding schools, a full and demanding schedule pertains, punctuated by exeat weekends and half terms. The post-holder is encouraged to undertake personal conducting or performing work where it does not conflict with school responsibilities.

The Head of Chapel Music will join a thriving and committed department of seven other music staff, two administrative staff and 50+ visiting music teachers.

Sarah Baldock (Director of Music) Lewis Cullen (PA to the D of M)
Joanna Ambrose (Music Administrator)

Nicholas Salwey (Deputy D of M and Head of Piano)

David Hurley (Head of Singing)

Rafael Bolivar (Head of Strings)

Thomas Barton (Head of Wind, Brass & Percussion)

Oliver Tarney (Head of Academic Music)

Howard Ionascu (Head of Chapel Music to August 2024)

Benjamin Cunningham (Chapel Organist)

The Head of Chapel Music is a full-time member of the Music Department, and will be expected to play a full part in the life of the College as a whole. They will be influential in inspiring and developing young musicians across the College through creative leadership, example and innovation.

The Head of Chapel Music reports to the Director of Music who has overall responsibility for music in the College. The Headmaster is the Ordinary of the Chapel and the Head of Chapel Music is expected to liaise closely with the Second Master, Bursar and Chaplains as well as senior colleagues at The Pilgrims' School including the Headmaster, Second Master (who is in charge of calendar planning), Director of Music and the Quirister Housemaster.

The Chapel Organist usually plays for most services, takes some rehearsals, and is available to deputise on occasions. They are also the Chapel Choir Librarian. The responsibilities of the role are wide-ranging, and the list below is not intended to be exhaustive. Chapel Choir and the Quiristers play a central role in the life of the College. It is a flagship ensemble for the music department, but also forms a strong link with the College's history and the Founder. It is important that it continues to achieve the highest possible standards whilst operating within the context of the College as a whole.

The current weekly pattern of rehearsals and services is as follows:

MONDAY

13:30-14:30 Quirister rehearsal
21:10-21:50 Back rows rehearsal

TUESDAY

08:00-08:50 Quirister rehearsal
16:50-18:20 Full Evensong

WEDNESDAY

13:30-16:00 Choral Partnerships – Sixth Form Winchester College pupils in primary schools
18:40-19:40 Back rows rehearsal

THURSDAY

08:00-08:50 Quirister instrumental / theory in Music School or Choral Society rehearsal
13:30-14:30 Quirister rehearsal
16:50-18:20 Quirister Eucharist

FRIDAY

08:00-08:50 Quirister rehearsal
14:00-15:30 Choral Society (back rows only)
18:40-19:20 Full rehearsal

SATURDAY

08:00-08:50 Quirister rehearsal
17:00-18:00 Quirister Choral Society rehearsal
18:50-19:30 Quirister Compline

SUNDAY

09:00 Full rehearsal
09:45-10:45 Sung Eucharist

Occasional services include Requiem Mass on All Souls' Day, Ash Wednesday service, the Amicabilis Concordia jointly with Eton (and sometimes New College Oxford and King's College Cambridge), Founder's Obit and an annual Carol Service in Winchester Cathedral. The Chapel Choir also leads the termly school service in the Cathedral.

Chapel Choir sings regularly on BBC Radio 3 Choral Evensong and the Quiristers give concerts in London and other parts of the UK. Last year, Chapel Choir toured Paris. The Choir's commercial recordings have received enthusiastic critical acclaim and the latest recording with the London Mozart Players is due for release soon.

KEY RESPONSIBILITIES

- Direct the Chapel Choir in rehearsals, services, concerts, tours, broadcasts, and recordings, providing an engaging programme with excellence in delivery.
- Lead the choral partnership work undertaken by the music department and collaborate closely with Winchester Cathedral Liturgy & Music department and other school partners.
- Select appropriate repertoire for Chapel services and prepare the weekly Chapel music list in a timely fashion, liaising with the Dean of Chapel and senior staff.
- Administration of the choir including schedules, communication, budget, concerts, and services.
- Recruit and train choral scholars and members of the back rows, encouraging commitment and high musical standards, preparing pupils to be 21st century musicians.
- Recruit (in conjunction with the Headmaster of the Pilgrims' School), motivate, inspire and train Quiristers to the highest standards.
- Prioritise Safeguarding and promote the wellbeing of all pupils.
- Nurture relationships with Quirister parents and at the Pilgrims' School through weekly meeting with the Quirister Housemaster to discuss pastoral care and schedule, and parents' meetings and social events.
- Oversee the holistic musical development of Quiristers, in conjunction with the Director of Music at The Pilgrims' School.
- Oversee the Chapel Choir library (The Chapel Organist is the Librarian) and robes (undertaken by a volunteer).
- Initiate and organise additional opportunities for the Choir and/or Quiristers such as tours, services, broadcasts, concert projects and external events which promote the Quiristers and support the strategic aims of Winchester College.
- Work with the Chaplaincy team to encourage wide participation and enjoyment in Chapel Services amongst the pupil body.
- Contribute to the music department bringing own expertise as appropriate, for example in piano accompaniment, academic teaching, aural and theory classes, music technology, recording. This aspect of the role will be discussed at interview.

The successful candidate should expect to play a part in the music teaching and co-curricular programme at the College, according to skills and preference. This might involve any or all of the following:

- Taking weekly Hymn Practice in Chapel.
- Providing piano accompaniment for pupils during practice hours, at concerts and for examinations (shared with other members of the department).
- Assisting with rehearsals and concerts for the Choral Society.
- Directing other vocal or instrumental groups within the department, according to expertise.
- Assisting with the general organisation of concerts.
- If an organist, taking responsibility for the maintenance of the College organs, and with the Director of Music, advising the Bursar on their repair or replacement.
- Teaching a small timetable of class music (IGCSE and/or A level).
- Sharing in the teaching of keyboard skills, theory, aural, harmony & counterpoint, composition.
- Teaching individual instrumental or singing lessons.
- Preparation for diploma examinations, or organ / choral scholarship applications.

CHORAL PARTNERSHIPS DEVELOPMENT

A key strategic focus is increasing access to a Winchester education, identifying pupils for entry at 8+ (Quiristers), 13+ and 16+, particularly those who will benefit from a bursary place.

Sixth form choral and organ awards will be offered for the first time this year, for September 2024 entry for all voice parts. It is envisaged that in time, the choral scholars will sing as a small group as well as within the liturgical choirs at Winchester. There will be opportunities for the choral scholars to develop singing beyond Winchester through participation in events in Cambridge and Oxford, particularly in preparation for university scholarships, and for the right applicants, to spend a gap year in Winchester working with both the Cathedral and College and pursuing particular musical interests. Recruiting and developing the role of choral scholars in conjunction with the Director of Music will form part of the Head of Chapel Music role.

Partnership programmes with local primary schools are thriving, both through the school's Community Service weekly visits, Hampshire County Music Service, and in collaboration with Winchester Cathedral and the Pilgrims' School. The emphasis is on regular, sustainable activity which enriches Winchester pupils, enables them to learn leadership skills and which benefits the local community.

Winchester's historic links with King's College Cambridge and New College Oxford also provides a focus for joint activity, and the King's Men were in residence in Winchester at the start of this term, working with primary schools as well as Winchester pupils.

The Head of Chapel Music will co-ordinate the choral partnerships, utilising the expertise of the many staff involved. Recruitment to the Quiristers is a natural part of this work, along with broadening the reach of events to encompass London and surrounding areas.



EMPLOYMENT INFORMATION

- Winchester College has its own generous salary scale and the post holder will receive remuneration commensurate with experience and qualifications.
- There are a specific number of House Tutor roles where staff accommodation is provided and the Tutor undertakes boarding duties. These are known as 'Live-in' roles although the staff live in private houses (i.e. not within the boarding house). The 'Live-in' role involves two evenings per week, plus a weekly Tutor lunch and short meeting.
- Tutors have one timetabled meeting each week with their Tutees, and assist with EPQ supervision, UCAS references, academic, co-curricular and pastoral concerns.
- 'Live-Out' dons may receive special responsibility allowances for additional work, for example Tutoring without the boarding duties. Options can be discussed at interview.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
An inspirational choir trainer with proven experience in a Cathedral or Collegiate setting.	✓	
Experience of working with children aged 8-13 in any setting.	✓	
An ability to inspire and motivate teenage singers.	✓	
A strong pastoral instinct, ability to empathise with pupils and staff, and dedicated to musical development and personal wellbeing of pupils.	✓	
A demonstrable understanding of Safeguarding and the specific issues for children in the music industry.	✓	
A good Honours degree in Music from a reputable university or conservatoire.	✓	
Highly developed administrative skills including IT skills and ability to undertake detailed planning.	✓	
Resilience, and the ability to manage and organise time effectively to meet the demands of the College week.	✓	
Excellent written and verbal communication skills.	✓	
Flexible and imaginative.	✓	
Keyboard and sight-reading skills strong enough to play for Quirister rehearsals.	✓	
Excellent piano and / or organ accompanying ability.		✓
An ability to work within an Anglican church environment including an extensive knowledge of Anglican liturgy, and of a wide range of sacred music of all periods.	✓	
Reliability, honesty, and a professional attitude to all aspects of their work.	✓	
An energetic, highly-organised and positive person who is able to keep up with the pace of work in a high-achieving and ambitious department.	✓	
A good team-player, willing to collaborate with other musicians within and outside the College, and keen to help out where necessary in a busy department.	✓	



TERMS AND CONDITIONS, AND APPLICATIONS

START DATE

This appointment will commence in September 2024.

HOURS OF WORK

This is a full-time appointment, working at weekends as required during term time. Winchester College term dates are available on the College website. Academic lessons are taught Monday to Friday and Saturday mornings. Most concerts are held on Sundays and weekday evenings. At present, most 1 to 1 music lessons are taught on Tuesday and Thursday afternoons.

PROBATION AND NOTICE PERIODS

The first twenty-four months of employment will be a probationary period. Regular reviews with line managers take place over the probation period with the opportunity to discuss progress, identify any areas for action and ensure there is appropriate guidance and support in place to enable successful completion of the probationary period. During the probationary period, the notice required by either party to terminate employment will be one month within the first term of employment. After the first term, the notice required by either party to terminate employment will be one full term. Once employment is confirmed, the notice period will be one full term.

ANNUAL LEAVE

This is a Teaching position which benefits from the school holidays. Any Public Bank Holiday occurring during term time is deemed to be a normal working day. All leave must be taken outside of term time and any school musical commitments.

INDUCTION AND CONTINUOUS TRAINING AND DEVELOPMENT

The school is fully committed to the induction and training of all staff. All staff are well supported when they arrive, with help and advice available from Heads of Department, Housemasters, the Director of Studies, and the Director of Teaching and Learning, who has specific responsibility for overseeing the induction process. All members of the Common Room are encouraged to subscribe to external CPD courses. In

addition, we deliver a range of training, run by both our own staff and external providers, ranging from highly practical First Aid courses to seminars and learning lunches on many aspects of teaching and learning. There is an annual Professional Development Review offering the opportunity to reflect on professional practice and development opportunities. For those new to teaching there is the opportunity to work towards a PGCE whilst working with us.

PRIVATE HEALTH CARE AND PENSION

The successful applicant will be enrolled in the school's Corporate Health Scheme in accordance with the current rules of the Scheme. Membership of the Scheme does not extend to family members and is a taxable benefit in kind. A generous pension scheme is also offered.

WIDER BENEFITS

- Free staff lunches during term time
- Free on-site car-parking
- Access to Staff Counsellor
- Use of sports facilities, including gym membership, tennis courts and a new 25m swimming pool. Exercise classes, including spinning and circuits are also available
- Cycle to work scheme
- Free access to an ongoing cycle of cultural, musical, theatrical and sporting talks and events
- Employee Referral Scheme, with a reward of up to £250 for staff (subject to scheme conditions)
- Free Library membership with access to a range of online journals and magazines

ENHANCED DISCLOSURE CHECK

As Winchester College is an educational establishment, a condition of employment will be that the successful candidate must consent to the school obtaining an Enhanced Level Disclosure Check through the Disclosure and Barring Service (DBS). This will reveal all spent and unspent convictions, warnings, cautions and bind-overs. A policy on the recruitment of ex-offenders is available on the school's website.

Safeguarding is one of the primary responsibilities of this role. The jobholder is responsible for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact with, and will need to adhere to and ensure compliance with the school's [Child Protection and Safeguarding Policy](#) at all times. The postholder should be conversant with the responsibilities and procedures detailed in this policy and with the [Department for Education's Keeping Children Safe in Education](#). If, in the course of carrying out the duties of the post, the postholder becomes aware of any actual or potential risks to the safety or welfare of children in the school, they must report any concerns to the school's Designated Safeguarding Lead, or in their absence, the Deputy Designated Safeguarding Leads.

REFERENCES AND OTHER PRE-EMPLOYMENT CHECKS

The appointment will be dependent upon the receipt of a successful medical check and satisfactory references. The College will usually seek references from shortlisted candidates before interview and may approach previous employers for information to verify particular experience or qualifications. At least one referee must be the current or most recent employer. Where applicants are not currently working with children but have done so in the past, one referee must be the person by whom they were most recently employed when working with children.

APPLICATION

To apply please click [here](#).

Closing date for applications: 12 noon on Monday 6 November.

First-round online interviews are expected to take place between 8-10 November. In person interviews including choir rehearsals will take place between 21-23 November.

Only applications completed on the College website will be accepted. Please attach a full CV and covering letter with your application.

Please note that applications will be dealt with as they arrive. Winchester College reserves the right to close the application process early should a suitable candidate be found.

If you have any questions about this vacancy or the recruitment process, please email recruitment@wincoll.ac.uk.

DIVERSITY AND INCLUSION

We embrace diversity and inclusion in the workplace and are committed to promoting a fair and supportive environment for all our employees. We are keen to welcome applications from all applicants that feel that they meet the requirements of the role, regardless of their background and culture.

SUSTAINABILITY

Both staff and pupils at Winchester College are committed to being the most sustainable school possible. You can learn more about our goal of creating a more sustainable school [here](#).

DATA PROTECTION

Winchester College collects and processes relevant personal data as part of its everyday operations and is obliged to process it in accordance with the General Data Protection Regulation and Data Act 2018. The school is the Data Controller of this data under the Act and is registered with the Information Commissioner's Office. Its registration number is Z5751669.

If you have any queries or comments about this policy or how personal data is processed by the school, please contact the Bursar and his team by emailing: dataprotection@wincoll.ac.uk or by writing to: Data Protection, The Bursary, Winchester College, College Street, Winchester, SO23 9NA.

FURTHER INFORMATION

Further information about the College can be found at www.winchestercollege.org.

(No agencies please)



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Winchester College, College Street, Winchester SO23 9NA
recruitment@wincoll.ac.uk www.winchestercollege.org
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