

SOUTHWARK

◆ CATHEDRAL ◆

Canon Precentor

Applicant information
February 2023



The Canon Precentor is a full-time appointment whose duties are defined in the Cathedrals Measure 2021 and in Southwark Cathedral's Constitution and Statutes 2022.



The Cathedral

Our mission statement says that:

Southwark Cathedral is an inclusive Christian community growing in orthodox faith and radical love.

The key values that we draw from this and which inform our life and ministry are

Inclusive : Faithful : Radical

We seek to live this out day by day as the Cathedral of the Diocese of Southwark. The Cathedral is also a parish church and a participant in the life of the national Church with an international profile. The Chapter works closely with the diocese in supporting the ministry of the Diocesan Bishop and that of his episcopal colleagues and all the people of God.

The Cathedral is a praying community, founded and sustained by the Daily Office and the celebration of the Eucharist, and stands within the catholic tradition of Anglicanism. It is the seat of the Bishop of Southwark and plays its part in promoting the life and mission of the Diocese of Southwark, whose mother church it is. The Cathedral Chapter aspires to excellence in liturgy and music and asks visiting choirs and others responsible for planning or leading worship or other events here to share our aspiration.

The Cathedral Chapter believes that the Gospel of Jesus Christ commits us to just and loving relationships and to offering hospitality to all, irrespective of age, gender, sexual orientation, race, ability, religious conviction or social status. Our values also inform our commitment to safeguarding all people in the Cathedral, the young and the vulnerable. The cathedral's safeguarding procedures and policies were audited by the Social Care Institute for Excellence (SCIE) in 2020 and their report is available.



The Chapter welcomes all parishes and groups from the Diocese of Southwark, treating with respect and affection those whose opinions may differ from our own. We strive to be receptive to difference, listening respectfully to those who have alternative opinions and expressing our own view without apology. We are committed to developing the Cathedral as a place of hospitality for Christians of all traditions, people of all faiths and of none, and for our civic life.

During the Covid pandemic and lockdowns the Cathedral moved all its worship online. This attracted a large and international congregation, which has continued post-pandemic. This has necessitated re-thinking aspects of our worship pattern. Morning Prayer is live-streamed each day from the Cathedral and there is a short homily reflecting on the scriptures delivered by the officiant. The Sunday Choral Eucharist is live-streamed, as are other major liturgies. Each Sunday evening Night Prayer (Compline) is live-streamed from clergy homes, apart from the fourth Sunday of each month when it is live-streamed from the Cathedral, sung by the Merbecke Choir and concluding with Benediction. All our worship can be viewed online on the Cathedral's Facebook and YouTube platforms. Currently a permanent installation of cameras in the Cathedral is underway and a team of volunteers who look after the live-streaming is being established.

The clergy team comprises the Dean and five Residentiary Canons (Chancellor, Missioner, Pastor, Precentor and Treasurer) of whom one is also appointed Sub Dean. At the present time this is the Canon Pastor. The Dean, Andrew Nunn, will be retiring in July after 25 years ministry at the Cathedral. There is a Succentor who works half time in the Cathedral as part of the liturgical team and half-time as Minister-in-Charge of St Hugh's Bermondsey which is a Conventional District within the Cathedral parish. In addition, there is a group of Honorary Minor Canons who assist with services. There is also a Reader and a Pastoral Auxiliary.



The Music Team consists of an Organist & Director of Music, a Sub-Organist & Assistant Director of Music and an Assistant Organist and Music Administrator. All three are full-time. The choir is made up of boys and girls, who sing both separately and together, and six Lay Clerks. In addition, there is the Merbecke Choir with a separate director and a membership including younger adults, many of who have been choral scholars or former Cathedral choristers. There is no choir school.

The Verging Team consists of four full-time vergers and a half time Events Verger, a post that is at present vacant. The whole liturgical team is completed by a Liturgy Administrator who works three days a week and is responsible for the design and printing of all orders of service and the production of PDFs for use online.

Good safeguarding processes and practice is an essential part of the Cathedral's life, practice and mission. As the Chapter's Safeguarding Lead, the Canon Precentor is responsible for the oversight of these processes, reporting regularly to Chapter and the Senior Management Team and line-managing the (volunteer) Cathedral Safeguarding Officers and the Safeguarding Administrator. The Precentor as Safeguarding Lead is also a member of the Diocesan Safeguarding Advisory Panel and works closely with the Diocesan Safeguarding Adviser in terms of case management and policy work. There is currently a monthly Safeguarding meeting with the Safeguarding Lead and the three Cathedral Safeguarding Officers. The CSOs manage the majority of the Cathedral day-to-day cases and deliver training both to Cathedral staff and volunteers and to members of the wider Diocese.

In 2022 the new Constitution and Statutes were introduced as a consequence of the Cathedrals Measure 2021 and the Cathedral is now registered with the Charity Commission. The Canon Precentor is one of the three Executive Trustees on the Chapter.

Given the profile of the clergy of the Chapter we particularly welcome applications from UKME and female candidates.





Canon Precentor

The Chapter recognises that at the heart of the life of the Cathedral are the Eucharist and the opus dei. We are committed to modern, inclusive, imaginative and accessible worship. As the Cathedral of the Diocese, the worship offered on diocesan occasions is non-partisan, excellent and engaging.

The majority of Cathedral services use Common Worship contemporary language rites. The Book of Common Prayer is used regularly for Choral Evensong.

Since the first of the lockdowns during the pandemic the worship pattern also includes services that are offered in-person and online as well as online only services.

The Precentor, working with the Succentor, musicians and vergers, is responsible for the preparation and presentation of all worship in the Cathedral. There are four services every day. Following the return to something more like pre-Covid normality are a large number of special services many of which require imaginative construction and the ability to create texts and liturgical acts, whilst seeking to maintain the traditional English cathedral choral tradition including the daily office of Choral Evensong. The Cathedral is a beautiful and flexible space in which liturgy can be performed and worship offered. Working with all the members of the liturgical team the Precentor must be able to create liturgy which responds to the building and the needs of the different congregations and which gives glory to God.

The special services include memorial services, acts of remembrance, the Consecration of Bishops for the Canterbury Province, celebration and anniversary services for schools, charities and other organisations, services to mark local and national events and a large number of carol services. In 2022 these included services to mark the Platinum Jubilee of Her Late Majesty The Queen as well as Her funeral.

With regard to online worship our hope is that the Canon Precentor will have an appetite for exploring imaginative ways of engaging with other groups through worship that is delivered partly or solely online. Such worship we believe might be less traditional and effectively engaging. Chapter is committed to continuing and further developing online worship in future and nurturing the online congregation.



Role Description and Person Specification

In the role description which follows there are tasks which are common to all the Residentiary Canons and those specific to the Precentor.

Common Practice

It is expected that all Commissioners Canons undertake:

- ◇ To attend the daily offices of Morning and Evening Prayer (Monday- Friday 9am and 5.30pm; Saturday 9am and 4pm) and to make apologies either to the Dean or the Officiant if unable to do so, and to give the reason;
- ◇ It is further expected that all Residentiary Canons undertake:
- ◇ To attend the Choral Eucharist on Sundays at 11am (unless preaching elsewhere), Sunday Choral Evensong at 3pm (unless preaching elsewhere), the Eucharist on Tuesdays (9.30am) and any other daily Eucharists according to their own spiritual rule of life;
- ◇ To keep Tuesday mornings free from commitments in order to attend the clergy meeting which follows the Eucharist;
- ◇ To attend the Cathedral Chapter and such committees as required;
- ◇ To accept occasional preaching engagements across the diocese.
- ◇ To participate in the life of the Cathedral parish.

Residence

A number of years ago it was decided not to operate a formal pattern of 'residence'. Instead, the Dean and Commissioners' Canons (Pastor and Precentor) are the first point of call if a service needs taking or there is a pastoral need.

Role description

a. as Precentor

- ◇ Will have a thorough understanding of the purpose of liturgy as the work of the people of God - enhancing a sense of word and sacrament, numinous and accessible, sacramental and evangelical in its effect upon those who participate.
- ◇ Will further the Cathedral's practice of being open to all traditions within the Church of England and to reflect this in liturgy which embodies dignity, warmth, excellence and variety.
- ◇ Will work with the Bishop of Southwark and their office on Episcopal and Diocesan services and be a liturgical resource to the diocese, clergy and parishes and to promote good practice.
- ◇ Will further explore and develop the Cathedral's online offering of worship and help the differing demands of church online and online church.
- ◇ Will update and develop the Chapter's Liturgical Plan and keep this under review.
- ◇ Will be the Safeguarding Lead for the whole of the Cathedral, working with the Cathedral Safeguarding Officers and the Diocesan Safeguarding Advisor.
- ◇ Will ensure that the Cathedral's Safeguarding policies as they relate to the choir, liturgical volunteers and services are adhered to, kept up-to-date and that new members of teams are fully trained.
- ◇ Will work with the Organist & Director of Music to ensure that choir chaperones seek the wellbeing and safety of choristers.
- ◇ Will be musically literate, with the ability to sing services and to work closely with all the Cathedral's musicians.
- ◇ Will be an efficient and sensitive administrator and be responsible for the preparation of the day-to-day worship in the Cathedral.
- ◇ Will work with the Succentor to ensure the preparation of liturgical rotas, providing for a fair distribution of clergy duties.
- ◇ Will provide direction to officiating clergy (subject to the Constitution and Statutes) in liturgical practice consonant with the Cathedral's liturgical tradition.
- ◇ Will work with volunteer groups including stewards, servers, readers, intercessors, Eucharistic ministers, flower arrangers and broderers to maintain the highest standards.
- ◇ Will prepare people who come for special services, guiding them and arranging the order.
- ◇ Will maintain a bank of liturgical material for use in Cathedral services and in the planning of special services.
- ◇ Will lead the Cathedral's Liturgy and Music Departments, including the line-management and annual appraisal of the Succentor, the Dean's Verger, the Organist & Director of Music and the Liturgy Administrator; and to ensure the effective supervision of the staff members whom they in turn line-manage.
- ◇ Will undertake pastoral care of the members of the Liturgy and Music departments in appropriate co-operation with the Canon Pastor and the Succentor.
- ◇ Will take forward and develop plans for a Choral Foundation seeking and building relationships with potential donors and fundraising for the Choir to be sustainable into the future.
- ◇ Will have the capacity and resilience to enjoy and withstand the rapid and demanding pace of life and work in an inner-London Cathedral.

b. as Executive Trustee of Chapter

- ◇ Will share with the Dean, Sub Dean, Chief Finance Officer and Chief Operating Officer in the working of the Senior Management Team.
- ◇ Will manage areas of Cathedral life beyond that of the liturgy.
- ◇ Will be responsible for budget setting and budget management in a number of areas
- ◇ Will manage their time effectively to contribute fully to the governance of the Cathedral through Chapter and its committees.

Person Specification

The person appointed will have been at least six years in priest's orders and will be able to demonstrate the following experience and skills:

Experience

- ◇ Experience of the planning and execution of liturgy and music
- ◇ An understanding of the possibilities and demands of online worship
- ◇ Proven experience of Safeguarding procedures and implementation
- ◇ Experience of working in a senior role in a Cathedral or church
- ◇ Experience of working with key civic organisations
- ◇ Experience of building, developing and motivating a diverse team
- ◇ Demonstrable experience of planning and organising complex events
- ◇ A strong track record in establishing positive relationships and facilitating successful partnerships with stakeholders both internal and external
- ◇ Experience of working in a changing environment and implementing new practices and behaviours
- ◇ Demonstrable experience of building and maintaining collaborative relationships with staff, volunteers and management at all levels

Skills

- ◇ Able to interpret theology into liturgy
- ◇ An intelligent and good preacher
- ◇ Emotional intelligence to read and respond to situations with sensitivity
- ◇ An attention to detail but recognising that 'good enough' can be best
- ◇ Highly developed interpersonal skills; able to communicate and influence people at all levels
- ◇ Able to remain calm and measured in a pressurised environment
- ◇ Highly articulate and able to communicate orally and in writing
- ◇ Empathy with the liturgy and able to demonstrate theological confidence
- ◇ Strong leadership skills and the ability to take on a wider set of responsibilities beyond the liturgy



- ◇ A collaborative team player who is highly adept at relationship and network building
- ◇ Able to get the best out of people with a supportive coaching style
- ◇ Demonstrable ability to delegate
- ◇ Able to trust and be trusted
- ◇ Strong strategic and creative thinking, analytical and intellectual skills
- ◇ A self-starter with the initiative and self-confidence to work independently and calmly under pressure and take high level decisions in relation to their specific area of work
- ◇ The ability to become familiar with key issues quickly and confidently and to analyse and communicate with relevant stakeholders
- ◇ Energetic, determined and with a well developed sense of self understanding

Terms

The Canonry is a Common Tenure post and a Statement of Particulars will be issued to the person appointed setting out the terms of the appointment.

The person appointed will be paid according to the Church Commissioners' recommended rates for a Commissioners' Canon. Expenses are applied for to the Chief Operating Officer on a monthly/quarterly basis. There is an agreed scale for car/entertainment etc. and receipts are required.

The Precentor lives at 7 Temple West Mews, West Square, London SE11 4TJ, a three-storey four bed-roomed house, with a garage and off-street parking but without a garden. The Cathedral policy is that public rooms and external decoration is arranged by and at the expense of the Cathedral Chapter.

A resettlement grant is also payable by the Chapter and this is in line with the grant paid to other clergy in the Diocese of Southwark. This grant is intended to cover the cost of soft furnishings in the house including curtains for the public rooms. The Chapter will pay all removal costs for the incoming resident.

The resident is responsible for the decoration and providing curtains for all other areas of the house not defined as "public".

The Precentor shares an office in Montague Chambers, adjacent to the Cathedral, with the Sub Dean. All members of staff can work remotely from home but it is expected that clergy will be present on-site most of the time.

Southwark Cathedral is a fantastic place in which to minister, with supportive colleagues, congregation and partners who share an appetite and passion for the next stage of the journey. We look forward to a new Canon Precentor joining us.

Recruitment Process

Details and application form can be downloaded from the Cathedral website or by contacting Tom Bridges, Liturgical Administrator
email: tom.bridges@southwark.anglican.org

The closing date for applications is Friday 10 March.

Interviews will take place on Wednesday 29 March. Details of the programme for interviews will be sent to all shortlisted candidates.



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