

Organist & Assistant Director of Music

Information Pack & Job Description



Introduction

Thank you for your interest in the position of Organist & Assistant Director of Music at St Peter's Cathedral, Adelaide.

Music lifts hearts and minds, inspires worship, brings people together, and opens new possibilities. Music is a significant part of the life of St Peter's Cathedral, who take great pride in our choir, and in our organ. The community backing for the organ restoration project, completed in 2018, was extraordinary; this fine instrument is regarded as an important part of our worship.

In an Organist & Asst DoM, we are seeking a skilled organist, comfortable and experienced in Anglican liturgical accompaniment and in solo performance repertoire. You should be passionate about the choral and organ tradition, and have an interest in the development of young organists and choristers.

We are looking for a candidate to take up the role at a time mutually agreeable after Easter 2024 (April onwards.)



About St Peter's Cathedral

St Peter's Cathedral was founded on the 29th June, 1869, and was built over a number of years; the first services being held in 1876, and the front towers being completed in 1902. William Butterfield designed a beautifully proportioned gothic revival cathedral of great beauty, perched atop a hill in North Adelaide looking over the City and the River Torrens.

St Peter's Cathedral is the seat of the Archbishop of Adelaide (the current incumbent also being Primate of the Anglican Church of Australia.) As such the Cathedral often hosts important diocesan, civic & state services throughout the year.

St Peter's Cathedral has renowned acoustics for choral singing, and is a venue of choice for choral music and choral festivals, as well as orchestral concerts and chamber music.

The Cathedral Choir has sung services continuously for over 130 years. The choir is primarily voluntary, with occasional Choral Scholars, and sings a Eucharist and Evensong on Sundays, with additional responsibilities throughout the year. It is the only choir of children and adults of its type in Adelaide.

St Peter's Cathedral Organ



St Peter's Cathedral is fortunate to have a particularly fine romantic English instrument, speaking in a particularly fine acoustic, unrivalled in Adelaide.

The four-manual, fifty-three stop 1929 Hill, Norman & Beard instrument underwent a complete restoration in 2017-2018, carried out by Harrison & Harrison Ltd of Durham. During this comprehensive overhaul, at a cost of \$1.7 million, the romantic style and character of the 1929 instrument was preciously safeguarded, whilst being equipped with modern playing aids to provide cathedral musicians with an instrument fit for today's liturgical and concert requirements.

The instrument remains as one of the grandest, and substantially unaltered organs in Australia, making it one of significant historic importance. Also of significance in the restoration was the completion of the organ casework, which had been left unfinished since 1929.

St Peter's Cathedral Music Foundation

The St Peter's Cathedral Music Foundation was established in 1994, as a capital fund to support the music program at the Cathedral.

The Music Foundation makes an annual grant to the Cathedral towards the cathedral's music budget. In addition, it provides occasional funds for choral scholarships, organ scholarships, commissioning of new music, assisting with the purchase of new music; and assists with the long term care and provision of musical instruments in the Cathedral - organs, pianos and keyboards.

The Music Foundation runs an annual Concert Series, designed to promote the Cathedral as a centre of first class music, featuring local, Australian and international artists, with a mix of organ music, vocal/choral music and chamber/orchestral music, as well as supporting a major free concert for Good Friday each year.

The Music Foundation has seen a considerable growth in both activity and support in the past few years, and is an integral part of the future of music at St Peter's Cathedral. The Music Foundation also hosts social activities, promoting our music within and outside the Cathedral.

Specific activities recently supported by the Music Foundation include:

Winter School - a recruitment program for trebles consisting of workshops and activities, culminating with singing with the Cathedral Choir

Junior Song School - a new secondary training choir, for inexperienced but interested children

Junior Organ School - a new scholarship program for high-school-age beginner organists.

Australian Sacred Music Composition Prize



The Choirs of St Peter's Cathedral

The St Peter's Cathedral Choir consists of around 16-20 mixed trebles, aged 8-16; and around 16 altos, tenors and basses, aged 15-65. It is a voluntary choir, supported occasionally by Choral Scholars.

The Choir's weekly schedule during term time is:

Friday Rehearsal - 4.15pm - 6pm (trebles only); 6.30pm-8pm (full choir);

Sunday Choral Eucharist - 9.15am rehearsal, 10.30am Eucharist;

Sunday Choral Evensong - 4.45pm rehearsal, 6pm Evensong

Term times align with the SA School pattern: January being holidays, 4 school terms, and a one or two week break between each term. The choir finishes with Christmas Day, and returns usually for Candlemas.

In addition, the choir sings occasional weekday services (a few a term), occasional concerts, and of course has expanded duties during Holy Week, Easter, Advent & Christmas, which occasionally see additional Saturday afternoon rehearsals.

The choir recently celebrated in 2023 the thirtieth anniversary of the admission of girl choristers to it's treble line.

The Cathedral Choir is occasionally divided into sub-groups so as to give respite to various sections of the choir. These are the **Treble Choir** (trebles only); the **Lay Clerks** (altos, tenors and basses only); the **Gregorian Choir** (gentlemen only); and **Cantores in Excelsis** (trebles and altos only.)

The St Peter's Cathedral Consort is an adhoc group of professional singers who come together to sing occasional services, concerts, or support the Cathedral Choir in larger events. Recently, they sang Handel's Messiah with Adelaide Baroque Orchestra.

The St Peter's Cathedral Junior Song School was recently established as a training and recruitment feeding choir - children who might not have successfully auditioned for the Cathedral Choir but still have potential, or who might be interested in singing but unable to commit. They meet weekly, and join in occasionally in services with the full Cathedral Choir.



Job Description

Post	Organist & Assistant Director of Music
Purpose of Post	<p>The Organist & Asst DoM's primary purpose is to be the regular organist for choral services for the majority of the Cathedral's service schedule across the year - at least two services each Sunday on four Sundays a month, with occasional additional requirements. (A fifth Sunday would always be rostered off.)</p> <p>This includes all aspects of Anglican liturgical playing - hymns; psalms set to Anglican chant; accompaniment; improvisation and voluntaries.</p> <p>Additionally, the Organist is expected to take an active role in the teaching and training of Organ Scholars, and Junior Organ School Students (funded separately by the Cathedral Music Foundation).</p> <p>It is expected the Organist may have to assist the Director of Music from time to time in conducting the choir in rehearsal and services. The Organist position is supported by a pool of relief organists, including The Director of Music.</p> <p>Additionally, the Organist is expected to take an active interest in assisting with the planning of music for the liturgy, and to assist with the smooth running of the Music Library.</p>
Location	St Peter's Cathedral, 27 King William Rd, North Adelaide, South Australia
Reporting to	Director of Music
Hours of work	An average of 15hrs/wk (0.4 FTE) salaried. Plus approximately 4-5 hours teaching during term time (Organ Scholars/Junior Organ School) Additional paid services as required - weddings/funerals etc.
Main duties and responsibilities	<p>Music</p> <p>Play the organ at regular and special services as required.</p> <p>Ensure personal preparation and practice, and the learning of new repertoire.</p> <p>Work collaboratively to select organ music for regular and special services, contributing to the selection of choral music, with a keen sense of liturgical context.</p> <p>Deputise for the Director of Music in conducting/rehearsing the Cathedral Choir when necessary.</p> <p>In conjunction with the Director of Music and choir volunteers, oversee the Music Library, ensuring that music is maintained, catalogued and in good condition, and correctly distributed for all rehearsals and services.</p> <p>Liaise closely with the organ tuner and Director of Music to ensure a regular tuning schedule, and maintenance as needed.</p>

Leadership and Management

Contribute actively to the maintenance of a safe and suitable environment in which all the department can work; ensuring that the Anglican Diocese's Safe Ministry codes and policies are always modelled and championed.

As required, assist in the selection of Organ Scholars, and Junior Organ School Students.

In consultation with the Director of Music, be responsible for the development and direction of Organ Scholars and Junior Organ Scholars, directly through teaching, and additionally through considered, progressive opportunities for participation in services.

Policy and administration

Participate with music staff and clergy in reviewing strategies to deliver the musical life of the Cathedral, including repertoire selection, commissions, concerts, special events, choir tours etc.

Assist the Cathedral Office in proof-reading of service booklets.

In consultation with the Director of Music, roster organists as necessary for services, weddings, funerals and other events.

Communication and Outreach

Participate in Chorister outreach and recruitment initiatives, including the Winter School.

Deputise for the Director of Music if necessary at relevant meetings.

Maintain a good working relationship with all Cathedral staff and volunteers, supporting our shared goals as required.

Help promote St Peter's Cathedral as a centre of musical excellence in South Australia.

General

Ensure that all work and activities are undertaken in compliance with statutes, regulations and directives regarding Safe Ministry, Work Health & Safety, including the Cathedral's internal policies and procedures for use of the Cathedral and its organ.

Take reasonable care for the health and safety of yourself and of others who may be affected by your acts or omissions at work.

Be accountable for your own development through the performance development review process, seeking out opportunities to learn new skills.

Perform other duties and tasks as may be reasonably requested by the Director of Music and/or the Dean of the Cathedral

Person Description

Essential

Educated to degree level or have equivalent experience.

Excellent keyboard skills, with a gift and passion for liturgical accompaniment.

Sound knowledge and understanding of the Anglican choral repertoire.

Knowledge, understanding and experience of safeguarding and welfare principles for the protection of children and vulnerable adults.

A pedagogical understanding of children, and how to help them learn and flourish, with experience in, and a passion for teaching organ to both beginners and more advanced students.

Able to work in sympathy with the aims and the ethos of the Anglican Church.

Ability to work as part of a team and develop effective working relationships.

Ability to represent St Peter's Cathedral at all levels with multiple stakeholders, including promoting the interests of the Cathedral Choir and Cathedral Music Foundation, in conjunction with the Director of Music, or when deputising for them.

Excellent personal presentation, communication, and writing skills.

Passion for musical excellence.

Respect towards all who work and volunteer at the Cathedral.

Confident and collegiate, and willing to take responsibility for own actions.

Organised and self-disciplined: managing a flexible approach to irregular hours worked, likely combined with additional work outside the Cathedral, in a way that does not impact on performance of Cathedral duties, or damage the reputation of the Cathedral.

Desirable

Experience in choral conducting.

Knowledge of vocal technique and how to develop young voices.

A relevant diploma (FRCO or equivalent).

Experience in reading and improvising on figured bass in various styles of baroque accompaniment.

IT skills (Word, Excel, Sibelius etc.)

Broad terms and conditions

<p>Hours of work</p>	<p>Cathedral: An average of 15 (2 days) hours per week in term time (0.4 FTE).</p> <p>Additional weddings/funerals (c. 10 - 20/year). Cathedral Organist has first right of refusal for all additional services, which are paid with additional fee.</p> <p>School Carol Concerts in December - Cathedral Organist has first right of refusal for all carol services, which are paid with an additional fee.</p> <p>Music Foundation: (separate contract)</p> <p>Organ Scholar/Junior Organ School teaching of 4-5 hours/week in term time.</p> <p>Presentation of one major recital per year.</p>
<p>Remuneration package</p>	<p>Cathedral:</p> <p>Salary of \$26,000 per annum, subject to annual review.</p> <p>Variable: Weddings/Funerals - c. \$3,000 - \$6,000 / year.</p> <p>Music Foundation:</p> <p>Annual Recital - performance fee of \$2,000.</p> <p>Organ teaching: \$10,000-\$12,000.</p>
<p>Accommodation / Relocation</p>	<p>Applicants requiring accommodation and/or assistance with relocation are encouraged to discuss their desire/requirements as part of the application process.</p>
<p>Superannuation</p>	<p>Paid additional to salary as per the Australian Government Superannuation Guarantee - Financial year 2024-2025: 11.5%</p>
<p>Leave</p>	<p>4 weeks equivalent Annual Leave, earned pro rata; dates of leave negotiable with Director of Music and Dean. Leave can be negotiated and rostered, in recognition that time may be requested to, for example, perform with another musical institution.</p> <p>Leave will not usually be granted at Easter and Christmas. The choir is in recess during January.</p>
<p>Probation</p>	<p>The post will be subject to a probationary period of 6 months</p>
<p>Safe Ministry</p>	<p>The appointment is made and continues subject to the receipt of a clear Working With Children Check, and completion of Safe Ministry training administered by the Anglican Diocese of Adelaide</p>

How to apply

Application

Applications must be received before the end of **March 4th 2024**.

Please provide:

A covering letter of no more than two sides of A4 describing what attracts you to the role, and what you think you could bring to St Peter's Cathedral.

A Curriculum Vitae & contact details for three referees.

These should be returned to The Director of Music, Mr Anthony Hunt: ahunt@stpeters-cathedral.org.au

Shortlisting

Shortlisting will take place on the **5th March 2024**, applicants will be informed of the outcome of their application by the end of **6th March 2024**.

To ensure the fairness of the selection process, shortlisting will be based upon the information which you provide in your application and assumptions will not be made about your experience or skills.

We will look for demonstrable evidence that you meet the criteria set out in the person description. Information provided on the application form will be viewed by the Director of Music, the Dean and Precentor, and the recruiting panel.

All applicants will be notified of the outcome of the shortlisting process.

Selection

Applicants successful in being shortlisted will be invited to audition in the second half of March/April.

The audition will require the applicant to demonstrate their credentials, and will involve performing both prepared and improvised works. Further details about the audition will be communicated to shortlisted applicants.

We recognise that some applicants may require their audition/interview via video/digital link, and applicants are encouraged to discuss such requirements as early as possible.

Further Information

We hope you find this pack provides all the information you need in order to consider your application for this post. If you have any questions, or would like an informal conversation about the role, please initially contact The Director of Music, Mr Anthony Hunt: ahunt@stpeters-cathedral.org.au or The Dean, The Right Reverend Chris McLeod: via office@stpeters-cathedral.org.au

ST PETER'S CATHEDRAL, ADELAIDE



Photo by Chris Oaten, Insight Visuals

St Peter's Cathedral, designed by the English architect William Butterfield, was constructed between 1869 and 1904. The present organ was built in 1929 in the English and Australian workshops of William Hill & Son and Norman & Beard, and its musical structure remains essentially unaltered. It is placed in the liturgical north transept, and the console is in an adjacent loft. No case was provided in 1929; the lower section of the case was donated in 1963 by its designer, Walter Bagot, and the upper section was finally realised by Harrison & Harrison in 2018 from an original sketch. The full-length 32ft Contra Trombone, added in 1989 in memory of musicians associated with the cathedral, is sited in the south transept where the original Bishop organ once resided.

The organ has been thoroughly restored, with the aim of preserving its original style and character. New electrical systems have been provided and four new stops, based on the original pipe scales and tonal aesthetic, have been added. With its grand Romantic design, this is an organ of significant importance in Australia's organ history.

HILL NORMAN & BEARD, 1929
RESTORED BY
HARRISON & HARRISON, 2018

ST PETER'S CATHEDRAL, ADELAIDE

PEDAL ORGAN

1. Double Open Diapason	(wood, from 2)	32
2. Open Diapason	(wood)	16
3. Contra Bass	(from 20)	16
4. Bourdon		16
* 5. Principal		8
6. Violoncello		8
7. Bass Flute	(from 4)	8
* 8. Fifteenth	(from 5)	4
† 9. Contra Trombone	(from 10)	32
10. Trombone		16
11. Trumpet	(from 10)	8

*Choir to Pedal Great to Pedal
Swell to Pedal Solo to Pedal*

CHOIR ORGAN

(enclosed in Choir-Solo box)

12. Gedeckt		8
13. Gamba		8
14. Unda Maris	(tenor c, tuned flat)	8
15. Suabe Flute		4
16. Salicet		4
17. Harmonic Piccolo		2
18. Clarinet		8
19. Orchestral Oboe		8

Tremulant

*Octave Unison Off Sub Octave
Swell to Choir
Swell Octave to Choir
Solo to Choir*

GREAT ORGAN

20. Double Open Diapason		16
21. Open Diapason I		8
22. Open Diapason II		8
23. Claribel		8
24. Corno Dolce		8
25. Principal		4
26. Harmonic Flute		4
27. Quint Flute		2 ² / ₃
28. Fifteenth		2
29. Sesquialtera	17.19.22	III
* 30. Mixture	19.22.26	III
31. Trumpet		8
32. Clarion		4

*Choir to Great
Choir Octave to Great Choir Sub Octave to Great
Swell to Great
Swell Octave to Great Swell Sub Octave to Great
Solo to Great
Solo Octave to Great Solo Sub Octave to Great*

SWELL ORGAN

33. Lieblich Bourdon		16
34. Open Diapason	(heavy pressure)	8
35. Rohr Flöte		8
36. Viol d'Orchestre		8
37. Voix Céleste	(tenor c, tuned sharp)	8
38. Principal	(heavy pressure)	4
39. Flute		4
40. Fifteenth		2
41. Sesquialtera	12.17.19	III
* 42. Mixture	15.19.22	III
43. Oboe		8
<i>Tremulant</i>		
44. Contra Fagotto		16
45. Cornopean		8
46. Clarion		4

*Octave Unison Off Sub Octave
Solo to Swell*

SOLO ORGAN

(47-51 enclosed in Choir-Solo box)

47. Harmonic Flute		8
48. Violoncello		8
49. Salicional		8
50. Harmonic Flute		4
51. Vox Humana		8

Tremulant

52. Tuba		8
53. Clarion	(from 52, 2 ranks)	4

Octave Unison Off Sub Octave

ACCESSORIES

Eight general pistons and general cancel
Six foot pistons to the Pedal Organ
Six pistons to the Choir Organ
Six pistons to the Great Organ
Six pistons to the Swell Organ (duplicated by foot pistons)
Six pistons to the Solo Organ
Reversible pistons to the inter-departmental couplers
Reversible foot pistons: *Great to Pedal, Swell to Great, 1 & 9*
Stepper, operating general pistons in sequence
128 general and 8 divisional piston memory levels
Balanced expression pedal to the Swell Organ
Balanced expression pedal to the Choir and Solo Organs

Combination couplers:
Great and Pedal Pistons
Generals on Swell foot pistons

* New stops
† 1989 stop, revoiced

The manual compass is 61 notes, the pedal 32 notes
The Swell Organ has a 73-note compass for use with the octave coupler
The actions are electro-pneumatic

HILL NORMAN & BEARD, 1929

RESTORED BY

HARRISON & HARRISON, 2018