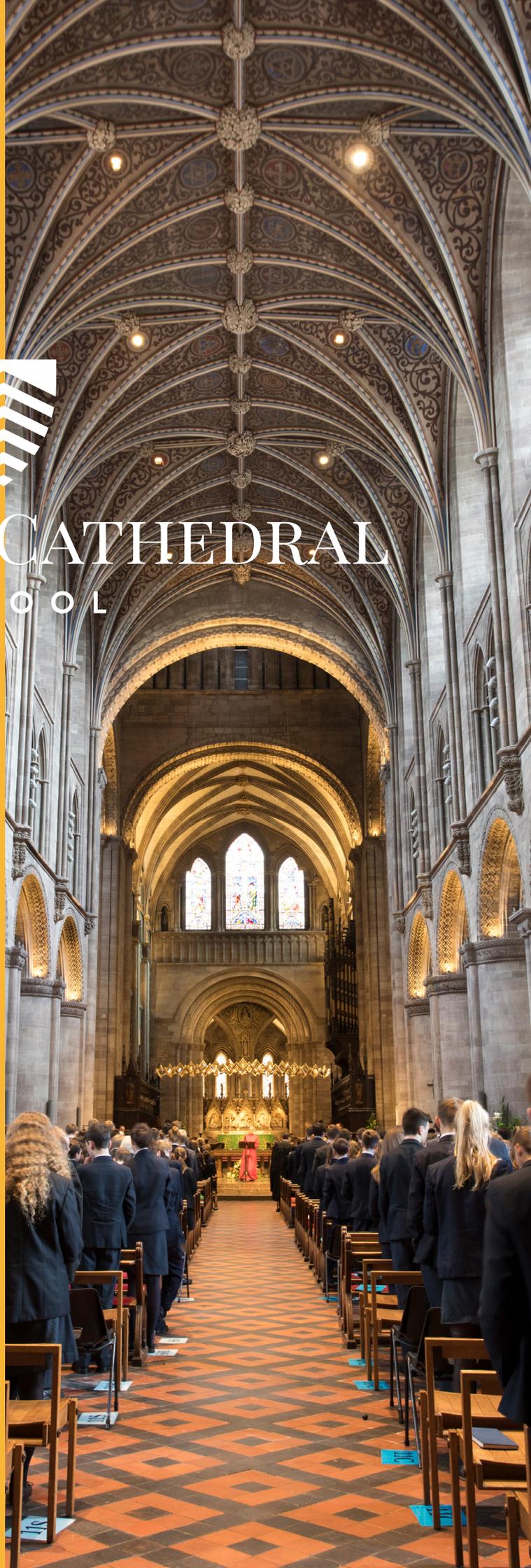




HEREFORD CATHEDRAL SCHOOL



CANDIDATE INFORMATION
Director of Music

01432 363500 | HEREFORDCS.COM

HEADMASTER'S WELCOME



Hereford Cathedral School is a place where both staff and pupils alike are happy, purposeful, and fulfilled. Situated in the beautiful Cathedral Close, we seek to live out our Christian values, which include kindness, compassion and care for one another. We believe in holistic education where impressive academic outcomes are supported by artistic and cultural achievements, individualised pastoral care, and an emphasis on character education.

I believe that there has never been a more exciting time to join HCS. While we are the fifth oldest school in the UK, our eyes are firmly fixed on the future with a clear vision to provide a sector-leading educational provision which values continuous professional development, a culture of collaboration, reflective practice, and where colleagues are nurtured, supported and encouraged in their careers.

I look forward to meeting you and hope that you will want to join our wonderful community.

*Yours ever,
Michael*

DR MICHAEL GRAY

Headmaster, Hereford Cathedral School



CLICK HERE TO SEE A WELCOME VIDEO
FROM HEADMASTER DR MICHAEL GRAY

AIMS, ETHOS & VISION

We provide boys and girls aged 3 to 18 with an excellent standard of teaching and individual care, offering them a broad range of opportunities to develop every aspect of their potential. Hereford Cathedral School culture produces well-balanced, confident and considerate young adults ready for the wider world.

We seek:

- To meet pupils' academic and personal needs and to promote virtuous character and Christian values;
- To provide an environment in which pupils feel valued and learn to work collaboratively;
- To provide a balanced, innovative and challenging curriculum with a wide range of extra-curricular opportunities;
- To encourage pupils to achieve their academic potential and to foster a culture in which teaching and learning of high quality are given central priority;
- To ensure the highest quality of pastoral care, support and guidance; and
- To equip all pupils to thrive in a rapidly changing world.

As part of an ancient Cathedral foundation, and as a Choir School, which has the privilege of a Cathedral as its chapel, we are a Christian School in the Anglican tradition, although we welcome and value those of other denominations and faiths. Each pupil is encouraged to consider seriously and openly the Christian tradition within which the School is founded.

We believe that the best education is a partnership between school and family; we place great value on maintaining close, constructive communication with parents and seek to establish the education of each pupil as a joint endeavour. While the academic development of each pupil is a central objective of both the School and the parent body, we seek, through example and ethos, to prepare our pupils for life beyond school by developing certain attributes, dispositions and values. These include: self-discipline, diligence, acceptance of responsibility and challenge, regard for proper authority, honesty, courtesy, fairness, trustworthiness, loyalty, sensitivity to the needs and views of others, courage, and the capacity to look to the future.

Our aim is to fulfil our charitable status through service to the local community by support for Cathedral choristers, charitable fundraising, the loan of buildings and other services to the community. Through competitive fee levels and the award of choristerships, scholarships, and bursaries, the pupil body reflects a wide cross-section of the local population.





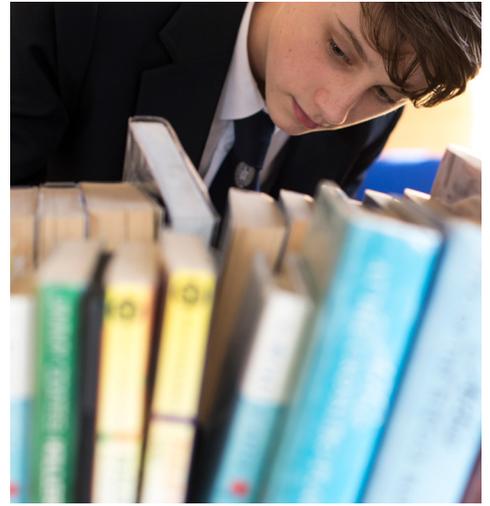
A B R I E F H I S T O R Y

Hereford Cathedral School is the fifth oldest school in the UK and is thought to have been founded as a song school attached to Hereford Cathedral in the Seventh Century. The first written reference of the School dates back to Bishop Gilbert's letter of 26 December 1384 appointing Richard of Cornwall as Headmaster.

The Junior School (formerly Hereford Cathedral Preparatory School) is also rich in history and was founded in 1898, moving to its current location in 1925.

PUPILS DEMONSTRATE GOOD STUDY SKILLS AS THEY MOVE THROUGH THE SCHOOL. THEY HAVE GOOD CONCENTRATION AND PERSISTENCE.

ISI INTEGRATED INSPECTION REPORT 2020



LIFE AT THE SCHOOL

We are very much a family school, catering for pupils from age 3 to 18. Many of our pupils have siblings at the school, and in some cases their parents were here too. Pupils and parents are very loyal and supportive of 'their' school. We have a reputation for outstanding pastoral care and as a result, pupils are remarkably tolerant and understanding of one another. It is important to us that every child is valued within our community. We seek to provide young people with the necessary skills and self-confidence to become well rounded, balanced adults who will make a positive contribution to those around them.

As a Cathedral School we expect pupils and staff to be sympathetic to and supportive of our Christian ethos, although we welcome and value those of other faiths, too.





MUSIC AT HEREFORD CATHEDRAL SCHOOL

Originally founded to educate the choristers, Hereford Cathedral School remains true to its original founders and it would be right to say that music is not only a major flagship, but runs through the veins of the school. Every student is involved in music at one level or another, whether in singing in the 'House Shout', as part of the congregation, in musical productions, or indeed more heavily involved as an instrumentalist or member of one of the many choirs. Music has an important role to play in the school's culture, and is much more than merely a subject on a timetable. Its rich heritage has seen choral and organ scholarships at Oxbridge for the past successive 16 years. Many students take up places at conservatoires and the impressive list of alumni includes music lecturers, cathedral organists, freelance musicians, jazz musicians, teachers, and even a King's Singer!

A vibrant and happy environment, the Music School is housed in buildings along Castle Street, which provides a base for 32 instrumental and vocal teachers, full-time teachers, a Music Administrator and part-time Music Librarian. Support is given from the extended musical community around the Close, and we enjoy a rich and fruitful relationship with the Dean and Chapter, many of whom are music graduates. The buildings host around 20 teaching/practice rooms, all of which have modern pianos. In addition, there is an extensive music library in the basement, a percussion suite, a small music IT suite, and a new two manual pipe organ in the 'Gilbert' Room. Academic teaching is based in the three academic teaching areas, whilst larger rehearsals (bands, Symphony Orchestra, Chapel and Junior Choirs) use the much larger Zimmerman Room (school hall) adjacent to the Close.

The Music School offers a huge variety of co-curricular opportunities from the Renaissance music of the Gilbert Concert which plays period instruments, through to the Jazz Band. Many instrumentalists start in the Junior School and progress through; there are several string chamber groups and two string orchestras for children. In the Senior School there are many chamber groups on offer. Junior brass groups and wind ensembles work in tandem with junior and senior bands, with the intention of providing something meaningful and challenging for everyone at a multitude of levels. The more advanced students are invited

to join the Symphony Orchestra, which recently has performed works such as Saint Saens Symphony No.3 (Organ), Brandenburg Concerto No.5, Mozart Clarinet Concerto, and Wagner Mastersingers Overture. Aural and theory lessons are a part of the music school programme and students are encouraged to attend. Cathedral School choirs are an integrated part of the culture, and we have sung at many of the country's major cathedrals including St Paul's, Westminster Abbey, St David's, Wells, Gloucester, Worcester and Liverpool. All children in Year 7 sing in the Junior Choir; they can also sing in the Junior Chamber Choir (Colla Voce), then progress into Chapel Choir, Cantabile Girls' Choir, and the Chamber Choir. We enjoy an excellent reputation for choral singing from the success of the Junior School choirs (Barnardo's Choir of the Year) and Cantabile (BBC Songs of Praise Choir of the Year and Llangollen International Eisteddfod winner) through to the larger scale choral concerts in works such as Jenkins 'The Armed Man', Mozart Requiem, and Haydn 'Nelson' Mass.

Outreach plays a pivotal role in the life of the Music School. The Director of Music is presently a member of the Herefordshire Music education hub, and has responsibility for the large-scale concerts within the county. As part of the School, the outreach music scheme normally runs two holiday courses (Easter and summer) and the Saturday Morning Music School which operates as a community music school for 30 weeks of the year throughout term time. This caters for around 100 local children and adults who want to learn an instrument or sing in either the adult choir/sight-singing class, or the Herefordshire Junior Youth Choir which we run.



CURRICULUM MUSIC

All pupils in Years 7 and 8 have a double period of curriculum music each week. In addition, Year 7 have a double period of choral work (Junior Choir). Musical literacy features significantly in Years 8 & 9, and is seen very much as the foundation to each child having a good grounding either for further understanding and enjoyment of music, or indeed for further academic study. In Year 9, Music and Drama share the double period which operates in six-weekly blocks throughout the year. Students opt for GCSE Music in Years 10 and 11, and likewise Music A-Level in Years 12 and 13.



Music outreach forms a big part of the Director of Music's role



A beautiful city, culture and a taste of tranquil countryside

As a school we are fortunate to enjoy a position at the very heart of a fine cathedral city, at the centre of one of England's least spoiled counties.

Hereford and the county beyond – with a range of housing to suit all tastes and price brackets, and ready access to beautiful countryside – affords an enviable quality of life. The River Wye flows past our doorstep through the city down to the Forest of Dean, while the Brecon Beacons, the Malvern Hills, Hay-on-Wye, with its internationally acclaimed literary festival, and Ludlow, famous for its food festival, are all within easy commuting distance.

Hereford itself also offers a wide range of independent eateries, great places to eat and drink; an Odeon cinema and a great shopping centre. Commuting is easy with good transport links to London, Birmingham and Cardiff.

A city renowned for its wonderful music, Hereford was also home to the composer Elgar for a significant period in his life. The Cathedral and School play host to the Three Choirs Festival every three years, and everyday choral music of the very highest standard can be enjoyed at Evensong. For those with a more eclectic taste, the county is home to a host of talented musicians who regularly perform at venues and festivals across the region. It is little wonder that many people who have visited Hereford on holiday choose to settle in the area permanently.

Find out more about what Herefordshire has to offer on the [Visit Herefordshire website](#).

HOUSE PRICES IN HEREFORD

(taken from [rightmove.co.uk](#), September 2021)

Properties in Hereford had an overall average price of £245,442 over the last year. The majority of sales in Hereford during the last year were semi-detached properties, selling for an average price of £235,680. Terraced properties sold for an average of £189,269, with detached properties fetching £347,863.

Overall, sold prices in Hereford over the last year were 11% up on the previous year and 13% up on the 2018 peak of £216,917.



THE ROLE: DIRECTOR OF MUSIC

SEPTEMBER 2022

Location: Hereford

Description: Full time and permanent

Hereford Cathedral School seeks to appoint a talented, dynamic and enthusiastic Director of Music to lead all aspects of musical life across the whole School (3-18) and our hugely successful Music Department.

This is a role for an experienced and capable musician, not necessarily first and foremost an experienced teacher, but someone who can lead a team of extremely capable instrumentalists, singers and academics, plan programmes and talk to people and audiences.

We seek someone:

- Who can head and manage a large and diverse team of musicians, academics and administrative staff whilst maintaining political awareness, work with internal and external agencies and maintain a sense of humour;
- With an interest in all musical styles, from secular shows, musicals, instrumental music, choral music etc, to someone who is an experienced church musician who is sympathetic to the traditions of the Anglican Church with a knowledge of sacred repertoire and an ability to plan programmes;
- Who is an advanced keyboard player who can lead rehearsals from the keyboard and who can accompany services on the Cathedral organ. Likewise accompanying individual performers to a relatively high level;
- Preferably with some orchestral instrumental experience who can relate to a large team of experienced instrumentalists and instrumental teachers whilst remaining patient and understanding of their needs and work patterns;
- Who is a conductor with experience of conducting orchestras, stage musicals and large-scale choral and orchestral concerts;

- To front the School's music, enthuse and inspire performers and congregations, and talk to audiences and large gatherings;
- Who will quickly engender confidence and the respect of the local musical community.

This is an exciting and varied post within our supportive, happy and thriving musical community, which takes an active role in both Herefordshire and Worcestershire.

Hereford Cathedral School has a well-established and thriving extra-curricular programme, and the successful applicant will be expected to play an active part in this.

An application form and information pack may be downloaded from the school website: www.herefordcs.com/job-vacancies

Completed applications should be accompanied by a covering letter and sent to Mrs Cath Knowles, Hereford Cathedral School, Old Deanery, The Cathedral Close, Hereford HR1 2NG or to c.knowles@herefordcs.com

The closing date for applications is **15 November 2021** and interviews will be held in the week commencing **22 November 2021**.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all members of staff and volunteers to share this commitment. Appointments are subject to enhanced DBS clearance and satisfactory employment references and other safer recruitment checks.

Hereford Cathedral School is committed to being an equal opportunity employer and is determined to ensure that no applicant or employee receives less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status, or race, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.



J O B D E S C R I P T I O N : D I R E C T O R O F M U S I C

Post title: Director of Music, based at Old Deanery, The Cathedral Close, Hereford HR1 2NG

Salary: Competitive

Hours/weeks: Full time

Purpose of this Job Description:

Hereford Cathedral School considers this document as a “snapshot” of the job. It aims to provide a clear guide at the time of writing to all that is involved about the requirements of the job. It will also be used to communicate expectations about performance and will be used to monitor effective performance.

The job description which follows is not exhaustive and may, occasionally, be reasonably amended by the Headmaster:

T H E O R G A N I S A T I O N

Hereford Cathedral School is one of the UK’s leading independent co-educational day and boarding schools. Providing pupils aged 3 to 18 with an excellent standard of teaching and individual care, offering them a broad range of opportunities to develop every aspect of their potential. The Hereford Cathedral School culture produces well-balanced, confident and considerate young adults ready for the wider world. We also benefit from one of the finest settings, adjacent to the beautiful Cathedral. We enjoy an air of tranquillity within a stone’s throw of the thriving city centre.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Further information from <http://www.herefordcs.com>

R E P O R T I N G L I N E S

The Director of Music reports to the Assistant Head.

The Director of Music directly line manages The Head of Academic Music, Music Administrator and VMTs.

A C C O U N T A B I L I T I E S

The Director of Music is responsible for the School’s outstanding music provision for pupils aged 3-18.

RESPONSIBILITIES

- Advise children on learning an appropriate instrument in conjunction with the Head of Music at Hereford Cathedral Junior School;
- To head scholarship auditions and to advise on the scholarship application process, but to maintain standards and be able to deal appropriately with Music Scholars who are under achievers;
- To have motivational skills and confidence in front of the School, directing congregational practices in the Cathedral;
- Plan and produce the large-scale outreach concerts and to liaise closely with the County Music School, head the large-scale concerts for the County;
- Work with the Head of County Instrumental Service to bid for Arts Council Funding for large-scale outreach concerts;
- Manage a busy administrative office and Music Administrator;
- Communicate with families and manage/channel realistic parental expectation;
- Interaction with and advising parents, gaining their confidence and respect;
- Meet, inspire and rehearse with children in other schools as part of outreach programme;
- Further develop a network of schools and music staff within the Diocese for outreach collaboration and marketing;
- Liaise on projects with Diocesan Education office and Director of Education;
- Create a personal local reputation and develop the respect of the musical community;
- Liaise with Dean and Chapter, Cathedral Offices and build positive relations working closely and regularly with the Vergers;
- Liaise and work with the Cathedral Director of Music and Chorister Tutor, support the work of the choristers, regularly attend Cathedral services and concerts;
- Work with the Hereford Historic Churches Trust, local Clergy and Churchwardens in connection with Music in Quiet Places Concerts;
- Work with the Head of Academic music and play a part in the delivery of the music curriculum as appropriate;
- Take part in the School's professional development programme and take responsibility for own continuous professional development (CPD) and personal performance levels, actively seeking to reflect on and enhance personal practice;
- Manage the CPD of the academic teaching and administrative support staff;
- Liaise with the Music Administrator to maintain appropriate records and provide accurate information for information systems to ensure that all records are up-to-date;
- Undertake whole School duties as outlined annually;
- To inspire, develop and support the co-curricular education and Outreach Programme;
- To oversee and head the Saturday Morning Music School;
- To head Easter Outreach residential and Summer Outreach Music Courses, including the appointment of staff, budgets, advertising etc. Closely liaising with the heads of Music Services for Herefordshire and Worcestershire;
- Safeguard and promote the general well-being of pupils and to be a role model for pupils at all times; and
- To advise on UCAS matters, conservatoire and university placements, and choral/organ scholarships.

CONTINUED OVERLEAF



CLICK HERE TO VIEW HEREFORD CATHEDRAL
SCHOOL'S MUSIC PLAYLIST ON YOUTUBE

SAFEGUARDING AND PROTECTION OF CHILDREN AND YOUNG PERSONS

In accordance with the Children's Act 1989, on appointment post holders will be required to commit to their responsibilities with regards to safeguarding. In addition offers of appointment will be subject to an enhanced criminal record check from the Disclosure and Barring Service (DBS).

These checks will highlight cautions, reprimands and final warnings as well as any convictions. The post holder must not have any spent or unspent convictions that would prevent working with children.

HEALTH AND SAFETY

As an employee you are expected to:

- to take reasonable care of your own health and safety;
- to take reasonable care not to put other people – fellow employees and members of the public – at risk by what you do or don't do in the course of your work;
- to co-operate with your employer, making sure you get proper training and you understand and follow the company's health and safety policies;
- not to interfere with or misuse anything that's been provided for your health, safety or welfare;
- to report any injuries, strains or illnesses you suffer as a result of doing your job;
- to tell your employer if something happens that might affect your ability to work (eg becoming pregnant or suffering an injury); and
- if you drive or operate machinery, to tell your employer if you take medication that makes you drowsy.

Particular Health & Safety issues for this post are:

Sit and use standard office VDU equipment.

PERSON SPECIFICATION

	Essential Criteria	Desirable Criteria
Qualifications	<p>Degree level qualification</p> <p>Evidence of involvement in relevant CPD</p> <p>Diploma level on at least one instrument</p>	<p>Masters degree or above</p> <p>Qualified Teacher Status</p> <p>Other relevant professional qualifications</p> <p>ICT qualification</p>
Experience and knowledge	<p>Understand the values, aims and objectives of Hereford Cathedral School</p> <p>Knowledge and experience of programming appropriate repertoire for choirs, orchestras and ensemble (understanding how to piece together inspirational but suitable and appropriate programmes)</p> <p>Experience of planning large-scale events</p> <p>Experience of managing diverse teams</p> <p>Knowledge of Safeguarding and Child Protection of Young People</p>	
Skills and abilities	<p>An entrepreneur who can identify and recognise gaps in the market, and to seek opportunities and need both locally and nationally</p> <p>Able to listen and reflect to seek continuous improvement and promote best practice</p> <p>Build and maintain effective relationships through effective interpersonal skills</p> <p>Strong organisational and administrative skills</p> <p>Excellent communication skills</p> <p>Inspire, challenge, motivate and empower others</p> <p>Think creatively to anticipate and solve problems</p> <p>Inclusive approach to education</p> <p>Ability to manage own time effectively</p> <p>To try to maintain a sense of humour and gain the respect of those around them</p> <p>Takes responsibility for own professional development and sees the value of CPD</p> <p>Good IT knowledge in Microsoft Office including Word, PowerPoint, Excel</p> <p>To manage an administrator and busy Music School office</p>	<p>Motivate and inspire confidence in pupils, staff, parents, governors and the wider community in order to further develop and promote the school</p> <p>Ability to deliver feedback effectively</p>

CONTINUED OVERLEAF

PERSON SPECIFICATION

	Essential Criteria	Desirable Criteria
Aptitude	<p>Naturally demonstrates a 'can do' helpful attitude</p> <p>Work under pressure, maintaining a sense of perspective and humour</p> <p>Reliability and integrity</p> <p>Resilience and tenacity</p> <p>Commitment, honesty and dedication</p> <p>Shares the School's values and vision and committed to the School's vision for learning experience and outcomes for pupils.</p>	
Circumstances	<p>Able to work flexibly, earlier starts, evenings and weekends will be required.</p> <p>A strong commitment to support the School's extra-curricular activities programme</p>	
Safeguarding Children, Young People and Vulnerable Adults	<p>Understands their role in the context of safeguarding children, young people and vulnerable adults</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children and young people</p>	
Equal Opportunities	<p>Understanding of the requirements of Equality and Diversity</p>	