



Swansea Minster

The Minster Church of St Mary's Swansea



DIRECTOR OF MUSICAL ENGAGEMENT

Based at: The Minster Church of St Mary and Holy Trinity Swansea

Salary: £28,000 - £32,000

Reporting to: Minster Leader



Esgobaeth Abertawe ac Aberhonddu
The Diocese of Swansea and Brecon

JOB DESCRIPTION

JOB PURPOSE

To pioneer a new programme of music and engagement based through schools and colleges in Swansea to help deliver the highest quality of sacred music, enhancing and enriching the worship and the experience of worshippers and visitors to Swansea Minster. To contribute to the growth of Swansea Minster by encouraging singing and providing new musical opportunities alongside the existing excellent tradition of choral music making.

KEY RESPONSIBILITIES

- 1** To develop and deliver a new inspiring programme of music making that enriches the life of Swansea Minster based on outreach to schools and colleges, working closely with the existing Director of Music
- 2** To lead and develop a schools and college music ministry building up confidence in singing with a Christian connection. Encouraging participation in the existing traditional choir and developing new expressions of music and singing in the Minster.
- 3** To work with the Director of Music in promoting the Minster and its overall programme of music

KEY WORKING RELATIONSHIPS WITH

- The Minster Leader, and members of the Minster Staff
- Minster volunteers
- Director of Music
- Parents and families of those taking part in music making
- Local schools
- Director of under 25's ministry

DUTIES AND RESPONSIBILITIES

1. To build links with local schools, encouraging participation in the choir and in the life of the Minster through music.

- Develop and maintain relationships with local schools, colleges and universities
- Work closely with staff at schools, colleges and universities to develop a collaborative approach to develop singing
- Develop and communicate mechanisms for referring pupils to the existing minster choirs and new developments
- Communicate regularly with parents, schools and other stakeholders as appropriate, promoting Minster Music in the community
- Create fresh and engaging opportunities for children and young people to be involved in the music life of Swansea Minster, focusing especially on people who have no connection with church.
- Work with the Director of Music on events and services by mutual agreement and co operation.
- Help to keep accurate records of personal details and information about all choir members, Minster policies, information for Performing Rights Society and other records as appropriate.
- Ensure adherence to the Minster and Church in Wales Safeguarding Policy

2. To play a key role in promoting the Minster and its programme of music

- Arrange Ministry Area visits showcasing events in Swansea Minster
- Attract opportunities for, and participation in recordings and broadcasts
- Help to produce and distribute marketing materials in respect of organ recitals, concerts and choir recruitment drives
- Attend and participate in Minster staff meetings
- Work with the Minster Leader, Operations Manager, Director of Music and Minster Administrator on financial planning, budget and business development of the Music Department as required.
- Develop contacts with the civic life of Swansea who can assist with promoting the music offer of Swansea Minster

This job description is not a statement of all the duties applicable to the post holder, variations to the duties outlined above will occur to meet the needs of the post. Any variations will be commensurate with the grade and character of the post.



Main Terms and Conditions

Hours of Work: Full time – 37 hours per week. Pattern of working hours subject to agreement with the post holder and employer but it will include working on Sundays.

Term: Permanent

Salary: £28,000 - £32,000 dependent on experience

Pension: The employer will contribute 9% of the employee's pensionable salary to a pension scheme of the employee's choice, or into the Minster Church Pension Scheme.

Holiday: 25 days per calendar year plus bank holidays
The holiday year runs from 1 January to 31 December

Location: Swansea Minster, St Mary's Square, Swansea SA1 3LP

Expenses: All reasonable working expenses will be met at the agreed rates

Probation: This post will be subject to satisfactory completion of a probationary period of 6 months

Criteria	Essential	Desirable
Experience		
Singing or directing music in a church of any denomination	✓	
Directing a choir / community singing group	✓	
Working with children and young people	✓	
Working with volunteers	✓	

Knowledge and Understanding		
Openness to a range of church music including gospel, spirituals, Taizé and modern worship songs would be welcome (although currently, the majority of music at Swansea Minster is traditional)	✓	
Knowledge and understanding of safeguarding processes and regulations	✓	
An understanding of the place of music within the Anglican liturgy	✓	
Understanding of the Anglican Church and in particular the ethos of the Church in Wales		✓
An understanding of vocal technique	✓	

Criteria	Essential	Desirable
Skills and Personal Qualities		
An excellent musician and practitioner who is passionate about all forms of music	✓	
Good keyboard skills to lead rehearsals without an accompanist	✓	
The ability and desire to inspire and work well with children from diverse backgrounds and foster their musical development	✓	
Effective communication skills both written and oral	✓	
Calm, friendly, approachable but assertive	✓	
Ability to communicate through the medium of Welsh		✓
Excellent organisational skills	✓	
Qualifications		
Appropriate level music qualification	✓	
Sense of humour	✓	
Full driving licence		✓

Application closing date:
27th June 2025

Applications are by CV and accompanying letter explaining why you consider you have the suitable skills, knowledge, and experience for the post.

For any informal queries:
01792 655489

For applications please email:
info@swanseaminster.org.uk

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SWANSEA
MINSTER