



Bradford Cathedral

Introduction
and
Job Description
for the new

Canon Precentor of Bradford Cathedral

*future
faithful*

An Introduction to Bradford and its cathedral

The City and District

Bradford is named after the 'broad ford' which crossed Bradford Beck, a tributary of the River Aire which flows through Leeds. Today the city provides a meeting point for many races and cultures. It has many significant and creative sons and daughters; this is the home town of J.B.Priestley and the Brontë family. Jowett cars were made here. W.E. Forster was the M.P. who brought in the 1870 Education Act, and education is still a key topic in the District.

The city owed its main period of prosperity to wool. The Dales and upland Pennines produced good wool-bearing sheep. Since the Dales flow south the wool was transported first by canal and then by railway to Bradford, where a great Wool Exchange and textile industry grew using local coal, iron and water. People were first drawn from the countryside to the city and, in the late nineteenth century, immigrants came from Germany and other European countries. From the 1960s others, particularly from rural Pakistan, came to settle here and work in the mills. The demise of this industry has led to a decline in industrial and commercial activity which the city is seeking to address by a process of regeneration. Imaginative plans to rejuvenate the city centre, and other regeneration and building schemes, have come to a halt after the success of some schemes such as the Lister Mills and Salts Mill developments.

Bradford has continued to develop as a centre of racial, ethnic and religious diversity: although there are tensions and divisions, the city is a centre for work with diverse communities, and asylum seekers and people from eastern Europe are the latest immigrants to make their home here. It is a vibrant and exciting place to live and work.

The Diocese

The Diocese of Bradford was created from Ripon in 1919, and consists of the city of Bradford, industrial towns like Keighley, suburban and commuter towns like Ilkley, and country stretching north and west to Sedbergh. It has had 9 bishops and 10 provosts or deans. David James the present Bishop came in January 2003 and retires on July 14th 2010; there is no suffragan bishop, and there are two archdeaconries each with four deaneries.

The diocese is made up of 133 parishes in two archdeaconries each with four deaneries. The southern part is highly urban with many of the issues which inner-city living brings. The mission and ministry opportunities in the city are enormous, not least in being at the cutting edge of social change and of Christian-Muslim relations in Britain. From north of Keighley to Sedbergh in Cumbria, the countryside sustains historic farming communities and vibrant tourism and outdoor pursuits industries in the beautiful Yorkshire Dales. The beautiful Diocesan Retreat and Conference Centre is at Parcevall Hall near Appletreewick; the nationally known Scargill House is near Kettlewell, where efforts are being made to renew the community after the centre closed in 2008. Partnerships are being established with neighbouring dioceses: education is done jointly with the Diocese of Ripon and Leeds, and social action with extended partnerships which also include the Diocese of Wakefield. The Churches' Regional Commission for Yorkshire and the Humber is giving a new regional identity and providing financial resources to develop social action, culture, heritage and tourism.

A new diocesan five-point vision ('Future Faithful') has been developed by the Bishop. After consultation this plan is shaping the development of work across the diocese. The cathedral is expected to model these emphases in its own strategic plan and activities.

Bradford Cathedral

The Cathedral of St Peter was created in 1919 from the parish church of St Peter and St Paul. The dean is also Vicar of Bradford, and the cathedral parish, in the Calverley Deanery, is an important focus for work, comprising the centre of the city. The medieval building was extended by Sir Edward Maufe in the 1950s and

early 1960s, and is distinctive and attractive. It is in a good state of repair and adjoins the city centre redevelopment area of Forster Square.

The patrons of the cathedral are the Simeon Trustees. Recent provosts and deans have been evangelical in tradition: the congregation do not see themselves as wedded to any one tradition, but in common with much of Bradford Diocese has been relatively 'low' in churchmanship. Under the present dean worship at the cathedral has developed in breadth to include a wider variety of practice, and an aumbry has been installed. The Organist, Mr Andrew Teague, has been in post for seven years and the musical tradition is strong. The main Sunday morning and evening services are sung as is Evensong on Mondays in term time. The cathedral is engaged in music outreach into the community. There is an Administrator, Mr Chris Aldred, and a good administrative staff. There are experienced volunteer vergers, and a full-time verger and caretaker, Mr Jon Howard.

After the failure in 2001 of the Millennium Project to develop St Peter's House (the former Post Office building in front of the cathedral) as a cultural and educational centre, the cathedral went through a period of administration from which it was discharged at the end of 2007. It has left the cathedral with few assets; careful management has allowed for a balanced budget since 2002, but there is a backlog of work which needs to be tackled as resources can be found.

The congregation is in good heart after past difficulties, and the diocese and the city are supportive of the cathedral's work. A process of vision-building and strategic planning was undertaken in 2006, and the resulting guiding strategy is on the cathedral website (under 'Resources'); this will be reviewed in 2011.

The Deanery and canons' houses, together with the caretaker's cottage, are situated in the small Cathedral Close on the north side of the cathedral. They were built in 1972 and are generally in good condition.

The future

The cathedral has a firm place in the city and district as urban and commercial regeneration takes place. Bradford is seeking to define its identity alongside the thriving commercial centre of Leeds. The dean and canons work with civic leaders to enable the cathedral to contribute to the city's renewal.

There is also an expectation by the diocese that the cathedral and its staff will play a significant part in diocesan life, acting as a resource and as a bridge between the many different cultures of the diocese.

There have been wide consultations about the future role of the cathedral and the place of the dean in the life of the diocese, which also relate to the role of the residentiary canons; most of the outcomes from these discussions are contained in the dean's job profile which follows. Although this profile was written for the dean, it applies to the overall work of the cathedral in which the canons will take a leading role, and it sets the context in which the new canons will work. The shape of the profile follows the key points of the Bishop's Charge of 2004, which centres on the need to build a spiritual heart leading to mission, particularly for: the church in service to the community; young people; going for growth; and mission-shaped ministry.

Bradford Cathedral: Job Specification for the Precentor, incorporating the role of Senior Anglican University Chaplain

Bradford Cathedral is at an exciting and challenging time of developing and implementing its vision to be a 21st century cathedral in a highly multi-cultural city, playing an important role during a time of recession and challenge for the future well-being of the city. Work in interfaith, regeneration and ecumenical work have been important themes. The new Precentor will have some scope to develop new work in accordance with his or her areas of interest.

In worship, a regular structure of services has been developed, which is under ongoing review. There are booklets for seasonal services which need revising and producing in a more permanent format. The main worship rotas are currently produced by a worship administrator who is a member of the choir and paid a small honorarium. There has been a growing number of regular and one-off services with outside organisations wanting to use the Cathedral for worship. The choir consists of some forty boy and girl choristers and twenty adults, all voluntary, who sing at the main Eucharist on Sunday morning and at Evensong later in the day; the balance between choral and congregational music continues to be a matter of lively debate. Over the last few years policies and procedures have been developed for the choir and for music, and work continues to implement these effectively. There is a music department structure, with currently a full-time Organist and Master of Choristers, a part-time Assistant Director of Music, a part-time Assistant Organist and a Music Administrator, with plans to appoint a part-time outreach musician to continue work begun under the government Sing Up programme; the Precentor chairs the departmental meeting.

Associated with the Precentor's role is work with Artspace, the Cathedral's arts development arm which is firmly based in the Cathedral while drawing in others to develop a programme of exhibitions, music, drama and other events. It also includes developing the Jane Williams Library (the re-invigorated library room opened in April 2010 as an arts and spirituality resource).

With the current part-time Anglican Bradford University chaplain Rod Anderson coming up to retirement, the Diocese has asked the Cathedral to become responsible for Anglican chaplaincy there. The University of Bradford is an important institution in the city, intellectually, socially and economically, with international stature in fields as diverse as ophthalmology, pharmacy and peace studies; the make-up of its student body reflects the local community with a relatively high percentage of Asian heritage students. It is situated next to Bradford College which currently has its own plans for chaplaincy. The city-centre mission priest, Chris Howson, is amending his post after five years and will become part-time Assistant Chaplain working primarily with students. The role of the Precentor will be to take over responsibility for Anglican chaplaincy to the university as an institution, and to support and manage Chris in his work there. There is currently a review of the University's chaplaincy provision taking place: the existing Anglican chaplain is convenor of the multi-faith chaplaincy team, but the recommendations of the review group to the university are not yet known, and the lead Anglican chaplain may not be the chaplaincy convenor in future. If completed in time, a copy of the report will be sent to short-listed candidates. Relationships are developing between the Cathedral, Chris Howson and the Soulspace church he has planted, and Barbara Glasson the Team Leader of the Methodist mission centre Touchstone, and it is envisaged that with cross-licensing there will be organic growth towards working more closely together to deliver Christian witness and service to the city centre.

The Precentor will work with the Dean and the Canon Pastor plus a large number of people who are already working for the cathedral – in particular the Chapter, the cathedral staff (paid and voluntary) and the congregation. Commitment to working as a team is essential:

‘being responsible for part of the whole, rather than wholly responsible for a part’.

General Duties for Cathedral Clergy

- **Worship:** prayer and worship are at the heart of the life of the cathedral. Residentiary cathedral clergy are expected normally to be committed to morning and evening prayer in the cathedral, and to share fully in the conduct of public worship including the celebration of the Eucharist.
- **Residence:** there is a rota for canon in residence, who will when on duty ensure service cover and make any necessary immediate executive decisions in the absence of the dean. The dean will also undertake periods of residence.
- **Preaching and teaching:** this ministry is a particular feature of the cathedral as the seat of the bishop, and clergy will be expected to preach regularly and to participate in teaching as appropriate.
- **Pastoral care:** clergy will share in pastoral work as members of the pastoral team which will be led by the Canon Pastor.
- **Mission:** the clergy will also participate in the mission work of the cathedral, including service to the city.
- **Policy-making:** the residentiary canons are members of Chapter, attend its meetings, and will be members of appropriate sub-committees by agreement.
- **Community life:** clergy play a full part in the life of the cathedral community, relating to those associated with it, and being part of the resident Close community.
- **Involvement in the diocese:** this will include being out of the cathedral in the diocese on a number of Sundays by agreement. It is expected that the dean and residentiary canons, with the support of the Chapter, will use their gifts appropriately in the diocese, whether formally or informally, while working in its cathedral; and that this will in turn enrich the cathedral's life. Clergy will be members of the Calverley Deanery Chapter and Synod, and will normally participate in them.

Particular Areas of Accountability for the Precentor

The clergy will take their share of accountability for the whole life of the cathedral, and will focus that accountability by leading in particular areas of cathedral life, alongside and in partnership with others. Because areas of accountability overlap, the clergy and cathedral staff and officers will need to work collaboratively and by supporting one another. The role of the Chapter will include oversight of accountabilities and their management.

The Precentor will be accountable for:

Worship and Music, ensuring that:

- the cathedral enables all to foster reverence and holiness in worship and prayer at all times, with sensitivity to different Anglican and ecumenical traditions
- regular and appropriate worship is sustained, resourced and developed in partnership with ordained and lay ministers, the Organist and musicians, and all the members of the cathedral congregations, to include training and support for those engaged in liturgical ministry (e.g. on leading intercessions and reading well) and the production of all worship booklets, orders of service, and rotas and lists for ministers and music, with good communication between staff and volunteers
- there is oversight of regular services and of patterns of worship, with a regular review process for these in consultation with ministers, musicians and congregation
- there is good liaison, with warmth and courtesy, with outside bodies (e.g. Scouts, Mothers' Union, Rotary) with regard to their requirements for special services including the production of orders of service, in consultation with the Head Verger, Administrator, volunteers and other clergy

- The annual cycle of ‘external services’ (e.g. Legal Service, carol services) is sustained and enhanced, and new contacts and opportunities for worship which engages others are developed, so that the cathedral shares the good news of Christ with those outside the church through vibrant and accessible worship and spirituality
- resources are offered to the Diocese of Bradford in worship and liturgy as required (e.g. for ordinations and diocesan services, being on the Diocesan Liturgy Group, offering training to ordinands, readers and laity, involvement in study days in partnership with adult education in the Diocese)
- the Precentor takes the lead in developing and implementing Chapter policy for music in the cathedral, including choir codes of conduct and recruitment and retention policy, and being responsible for chorister safeguarding policies and procedures while working in partnership with the Administrator and Canon Pastor
- grievance policies are in place and issues of conduct and discipline are attended to
- the external music outreach programme is well-managed and associated concerts are properly run, with the Precentor normally overseeing them on behalf of the cathedral
- there is an effective programme of choir religious education
- there is proper oversight of choir outings and tours
- the Music Department meeting is well chaired, with good channels of communication between members of the Music Department
- the Organist and Master of Choristers, and other members of the Music Department, are well line-managed, including exercising responsibility with the Cathedral Administrator for appraisal and performance management
- the Choir Association works well and supports effectively the work of the Cathedral and the choir
- there is good communication between congregation and choir (including social events), the choir and external bodies (e.g. parishes and other cathedrals), within the Music Department, and with the Bellringers, with the Precentor reporting to Chapter on all matters pertaining to worship and music
- the Artspace programme is integrated into the life of the Cathedral, with the Precentor being a member of the steering group and its means of liaison with the Chapter, as well as having particular responsibility for the development of the Jane Williams Library
- the Precentor is the link between the Friends and the Chapter
- the Precentor represents the Cathedral at the national Canon Precentors’ Conference, and keeps abreast of national developments in liturgy and music

Anglican Chaplaincy at the University of Bradford, ensuring that:

- there are good relationships between the Cathedral and Diocese and the University
- the chaplaincy engages constructively with the life of the University
- spiritual care for students and staff in a multi-faith team is effective and accessible
- the chaplaincy team is convened and supported effectively, whether by the Senior Anglican Chaplain or someone else
- there is good line management for the Assistant Anglican Chaplain

City Centre ministry, ensuring that:

- there is effective Christian witness in the city centre (which may include pastoral and spiritual care for business, civic, artistic and heritage communities and other city centre users including service to the physically and spiritually poor in the city centre) in partnership with Touchstone and Soul Space, with the Precentor licensed as assistant curate at Soulspace

Areas of accountability for other clergy

The **Dean** is accountable for ensuring that:

- the cathedral has, and is implementing, a clear vision and strategy
- the numbers of people visiting and belonging to the cathedral are increasing
- members of and visitors to the cathedral are enabled to develop their spiritual life
- people of all ages and abilities associated with the cathedral are taught and nurtured appropriately, and enabled to develop their own distinctive mission and ministry
- there is effective and efficient administration of the cathedral's operations and management of its staff
- the Chapter, College of Canons, Council and other key committees are resourced and work effectively together in developing policy and taking decisions
- the cathedral's mission and ministry is integrated with networks in the city and its deaneries, as well as with ecumenical, other faith, university, legal, civic, business and voluntary groups, in partnership with the Bishop, Archdeacon and the Precentor
- the cathedral engages positively with Bradford's multi-faith community, including reflecting on issues of mission and evangelism
- the cathedral is effectively represented through good communication and advocacy with public and private bodies
- the cathedral serves the diocese and all its parishes in appropriate ways and is an integral part of its work, including through being an ex officio member of Senior Staff, Diocesan Synod and Bishop's Council

The **Canon Pastor** is accountable for:

Pastoral care, ensuring that:

- the cathedral community and people associated with it, including the small but growing number of parish residents, are appropriately cared for and enabled to grow in faith
- there is a cathedral pastoral care network which includes partnership with other clergy and lay people and development of their gifts, as well as relating to other agencies and Christian groups
- there is appropriate policy and provision for occasional offices, which affirms those who seek ministry from the cathedral and is respected in the city
- the pastoral ministry of the cathedral is open to serve visitors and city centre users, of all faiths and none
- the ministry of healing is supported and exercised in the life of the cathedral
- the Canon Pastor is the link between the Community Committee and the Chapter

Children and young people, ensuring that:

- the cathedral enables young people in Bradford to understand and connect with the Christian faith
- children and young people are welcomed at communion and other services
- there is appropriate initiation and nurture for young people which encourages commitment and spiritual growth
- groups in the cathedral which cater for young people (currently the choir, Youth Group and the Boys' Brigade) are developed and resourced in order to work effectively and encourage Christian discipleship and spiritual growth
- the cathedral works with other partners in the diocese and beyond to develop more effective ways of enabling spiritual life for young people in parishes, the cathedral, and in fresh expressions of church
- together with the Administrator making sure that safeguarding procedures across the Cathedral are properly implemented

Personal Qualities Required

You will have been in holy orders for at least six years and be someone who:

- is rooted in prayer and worship;
- has vision and imagination and takes initiative, with evidence of leadership gifts;
- has a good grasp of detail and the ability to sustain routine;
- shows evidence of being an effective team member;
- has particular skills and experience to bring to the cathedral and its ministry, in particular in liturgical accomplishment and team building;
- has reasonable awareness and experience of the Anglican choral tradition;
- can demonstrate commitment to good working relationships, including the ability to deal constructively with conflict;
- is able to preach creatively in ways that connect with, and reflect theologically on, the experience of those inside and outside the church;
- brings experience of listening to and caring for others;
- has experience of working with public bodies and institutions;
- is committed to chaplaincy, and desirably has some experience of working as a chaplain;
- has ICT and communications skills, and demonstrates experience of and ability in managing people and resources;
- is willing and able to work to raise both the overall resource base of the cathedral and money for specific projects;
- is willing to learn, is able to be flexible, and has a good sense of humour.

Terms & Conditions

- The offer of the post is made subject to satisfactory CRB clearance; if this is not attained then it is at the candidate's responsibility.
- Appointment is initially leasehold for seven years, converting to Common Tenure on the appointed date (currently 31 January 2011).
- Stipend will be paid at the current Church Commissioners rate for Bradford residentiary canons (£23890 for 2010/11), with a standard non-contributory clergy pension.
- A house is provided in the Cathedral Close, including payment of council tax and water rates.
- The basic agreed expenses of dean and canons will be met (phone, limited administration and necessary travel). Expenditure incurred needs to be approved in advance within the budget agreed by Chapter.
- In-service training and support within budget is required: the Diocese expects all new clergy to attend induction training including courses on Lead Your Church Into Growth and interfaith issues. Funding permitting, undertaking the Common Purpose programme in Bradford will be expected.
- The normal working week is expected to be around 50 hours. A full day off will be taken by agreement each week plus bank holidays (or time in lieu) and six full weeks' holiday per year (i.e. 96 days per year); planning of working time to enable two consecutive days off to be taken in each month is strongly encouraged.
- Residentiary canons are accountable to the Chapter through the dean, who will conduct an annual appraisal with them. (The dean is accountable to the Council and the Bishop.) Cathedral clergy also participate in the diocesan appraisal scheme.
- In the event of conflict or dispute between members of the Chapter which cannot be resolved with or through the agency of the dean, dean and canons undertake to accept mediation by the Bishop.