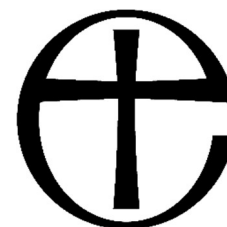




St Mark' Wimbledon
Director of Music and Organist



Welcome

Thank you for considering becoming our new Director of Music and Organist. We hope this pack will answer most of your questions, but please contact our vicar if you would like a further conversation about the role.

(Revd Jane Andrews, jane.andrews@stmarkswimbledon.org.uk)

St Mark's is a small, cheerful and inclusive church, 5 minutes' walk from Wimbledon station. Singing is an important part of our worship, and we are looking for a new part time director of music who can help us raise our voices.

Worship

We have a Sunday service at 10am with hymns, songs and choir anthems. Our worship is Eucharistic and well-ordered but unfussy. We enjoy a mix of traditional hymns, folk songs, contemporary lyrics to well-known tunes, spirituals and worship songs along with a congregational mass setting. We have an unrobed choir of all-comers, some who are chorally experienced, some who simply enjoy singing. They lead hymns and usually offer an anthem during communion.

We have additional services with music for major festivals, particularly at Christmas and Easter. We are keen to explore new ways of marking these feast days in song. In the coming year we expect music to be included in our Carol Service, Crib Service, Midnight Mass, Christmas Day Service, Maundy Thursday Eucharist, Good Friday Liturgy, Dawn Service on Easter Day, All Souls Day Commemoration.

Musical resources

We have a budget to provide additional musicians – players or singers – on a regular basis or one-off, as well as to purchase new music. Several amateur choirs rehearse in our building, and we would welcome greater musical links. We have an excellent relationship with our local church primary school and the school choir comes to sing at Sunday services several times a year. St Mark's has a 3 manual Johannus electronic organ and a decent upright piano.

Wimbledon Team Ministry

St Mark's is one of four churches in the Parish of Wimbledon of the Church of England. Though we generally operate autonomously, we share services a few times a year (Advent Sunday, Confirmations, Ascension) which rotate between the churches. We expect to host one of these every couple of years and our choir are typically invited to join in singing at team services in the other churches.

Application process

If you are interested in becoming our new Director of Music, please apply by submitting the following:

- Your CV detailing qualifications and experience
- A supporting statement of not more than 500 words demonstrating that you can fulfil the job description and meet the person specification.
- Names and contact details of two referees. If you are currently a church musician, please include your priest/pastor.

Please send your application electronically to office@stmarkswimbledon.org.uk.

Applications will be reviewed as they arrive with a view to closing applications on Monday 8th September and interviewing shortly thereafter.

This post is subject to an Enhanced DBS check.

Job Description

| | |
|--------------------|--|
| Job Title: | Director of Music and Organist |
| Reports to: | The Team Vicar of St Mark's |
| Hours: | Part-time (typically 4–6 hours per week including Sunday services, choir rehearsals, and additional services for major festivals). |
| Location: | St Mark's Church, St Mark's Place, Wimbledon SW19 7ND |
| Salary: | £7000 to £8000 p.a. based on experience and qualifications. To be reviewed annually. |
| Start date: | 1 st October 2025 or as soon as possible after that. |

Purpose of Role:

To lead and support the musical life of the church, enabling the congregation to participate fully in worship through music. This includes playing the organ at Sunday services and on feast days, directing a small choir of all-comers, and fostering congregational singing across a range of musical styles.

Key Responsibilities:

- **Sunday Worship:**

- Play the organ at the main Sunday service(s) and at major festivals (arranging cover when on leave).
- Encourage and support congregational singing and engagement with hymns and liturgical music.
- Select appropriate music (hymns, anthems, etc.) in consultation with the Vicar.

- **Choir Leadership:**

- Direct and rehearse our choir (currently rehearsing on Sundays at 9.15am and Thursdays at 5pm)
- Encourage participation from across the congregation and help less experienced singers feel welcome.

- **Planning & Collaboration:**

- Work collaboratively with the Vicar and other leaders to plan music that complements the liturgy and church season.
- Be present at planning meetings as needed.

- **Management:**

- Manage the annual music budget.
- Book additional musicians as required.
- Take responsibility for the care of organ and piano.
- Record and report the church's liturgical music use to the appropriate copyright organisations.

- **Community Involvement:**

- Explore opportunities for music to connect with the wider community (e.g., music workshops, seasonal concerts, outreach).
- Collaborate with Bishop Gilpin Primary School when the school choir sings at Sunday morning services.

- **Safeguarding**

- Protect the safety and welfare of our congregation and guests by following the safeguarding, health and safety and other relevant policies of the parish.

In addition to the responsibilities listed, the postholder may be expected to undertake other duties reasonably requested by the team vicar to support the worship and ministry of the church.

Person Specification

Essential

Skilled organist, comfortable playing hymns and service music.

Ability to lead, encourage and expand a mixed-ability choir.

Commitment to enhancing congregational singing.

Collaborative and flexible approach to working with clergy, volunteers, our church school and other team churches.

Understanding of music in a worship context.

Good communication and organisational skills.

Supportive of the church's Christian and Inclusive ethos and mission.

Desirable

Familiarity with Church of England liturgy and music.

Experience directing choirs including children's choirs or community singing groups.

Interest in a broad range of sacred music, including modern hymns and worship songs.

Willingness to engage with music missionally (e.g., in schools or community.)

Experience in liturgical planning and arranging/composing music for worship.

RSCM or other relevant musical qualifications.

Desire to be part of the worshipping and community life of St Mark's.

Other Information

Reasonable working expenses will be paid by the parish.

The post-holder is entitled to five paid weeks annual leave per year (where 'a week' means a Sunday and the choir practice(s) in the week before or after the Sunday). Holy Week, Easter Sunday, Christmas Eve and Christmas Day may not be taken as annual leave. Annual leave is to be agreed with the Team Vicar.

The probationary period is three months.

The notice period is three months on either side.

Private music tuition may be undertaken by the post-holder using the St Mark's organ and piano rent-free, though such sessions will need to fit round other bookings.

We host few weddings and funerals. When we do have them, the post-holder will normally be given first refusal to play for them and receive the relevant fees, though this is dependent on the family's wishes.

St Mark's is a longstanding and committed member of Inclusive Church (www.inclusive-church.org)