



KING'S COLLEGE

CAMBRIDGE

Assistant Director of Music

Candidate Information Pack

May 2025

The College and Chapel

King's College was founded by King Henry VI in 1441 and is the most distinctive of the Cambridge Colleges. Since the early twentieth century it has made a conspicuous contribution to public intellectual and cultural life, including among its alumni figures such as J.M. Keynes, Alan Turing, E.M. Forster, and Zadie Smith as well as the Nobel Laureates Sydney Brenner and Oliver Hart. It is governed by the Provost and some 140 Fellows who form the Governing Body, which in turn devolves general control and management to the annually-elected College Council. There are approximately 400 undergraduate and 250 graduate students, and about 250 non-academic staff. King's tries to select the most able students from all backgrounds. At the present day it is notable for its progressive outlook and active pursuit of the broadest possible range of backgrounds for its students, resulting in a richly diverse community. King's is noted for its informal and friendly atmosphere, its tolerance and inclusivity, and its concern for academic values.

King's is justly famous for its Chapel, built on a grander scale than that of any other College, and a jewel of late Gothic architecture. The Chapel was central to the original plan of Henry VI for King's and continues to be a dominant feature of the College. Because of the architectural distinction of the building, the beauty of its stained-glass windows, and the musical excellence of its Choir, the Chapel attracts and makes a strong personal impact upon thousands of worshippers and visitors each year.

The College and its Music

King's has made a uniquely notable contribution to the country's musical life. Amongst the performers and composers who worked and studied here have been the conductors Sir Andrew Davis and Edward Gardner OBE and the composers Errollyn Wallen (Master of the King's Music), Judith Weir (formerly Master of the Queen's Music), George Benjamin and Thomas Adès. Previous Directors of Music have included Sir Stephen Cleobury, Sir Philip Ledger and Sir David Willcocks.

King's Voices, the College's mixed voice choir, was founded in 1997 by the musician John Butt and currently sing services in Chapel on Monday evenings, along with some further selected services and a range of other performances. The newly-expanded post of Assistant Director of Music comes at an exciting time of growth for Music at King's and brings with it the opportunity for the foundation of a brand new female voice choir.

The Fellows in Music at King's are Professor Nicholas Marston, Professor Richard Causton, Daniel Hyde (current Director of Music) and Professor Iain Fenlon.



The Role

The College seeks an Assistant Director of Music to assist with the provision of music to the highest professional standard in the College Chapel and in the College as a whole, working alongside, and under the oversight of, the Director of Music; in particular, to take responsibility for the recruitment, management, rehearsing and direction of King's Voices (the College's mixed-voice choir); to develop an all-female group selected from the membership of King's Voices for further training and performance outside the Chapel context; to assist with the promotion and encouragement of music in the Chapel and the College more generally.

The Assistant Director of Music is accountable to the Director of Music, and will work closely with the administrative staff of the Choir and Chapel offices; more broadly within the College, they will work closely with the Tutorial, Admissions and Development teams in all areas of music-related recruitment, fundraising and student welfare.

Key Responsibilities

- To conduct King's Voices in Evensong in the College Chapel on Mondays, and in rehearsal on Wednesdays; and in other performances as agreed, including Evensong on Tuesdays during half term, a Christmas concert usually on the first Sunday after the end of Michaelmas Term, a concert on a Sunday in Lent Term, the annual May Week concert, and periodic tours, including visits to College livings; to work collaboratively and appropriately with the organ scholar appointed for King's Voices.
- To oversee the recruitment, administration and management of all activities involving King's Voices, to report on this to the Director of Music and the Chapel Committee, and to provide annually a report on the activities of King's Voices for the College Annual Report; alongside colleagues in the Choir and Tutorial offices, to work consistently on recruitment of the best singers for King's College Choir and King's Voices.
- In collaboration with the Director of Music, to pursue the development of an all-female chamber group comprising a selection of current members of King's Voices, active in repertoire and performance outside and beyond the Chapel services listed above; to develop further methods and good practices for supporting singers and musicians' careers beyond Cambridge.
- In collaboration with the Director of Music, to assist with the promotion and encouragement of all forms of music generally within the College; to work alongside the Fellows in Music and the King's College Music Society to offer and to facilitate student opportunities for various forms of musical activity, performance and composition within the College.
- To arrange the musical content and relevant performance personnel for weddings and other special services held from time to time in the Chapel, in collaboration with the Director of Music and his EA.
- To assist in maintaining and developing musical relationships with and beyond the College community.

The Person

The successful candidate will possess the attitudes and values that will enable them to be a collaborative leader in the context of King's College and its Chapel. They will therefore need to demonstrate:

Knowledge & experience

- A degree in Music (or equivalent relevant experience)
- Higher degree or evidence of postgraduate study (desirable)
- Professional qualification in choral direction (desirable)
- Professional instrumental qualification (desirable)

- Choral conducting ability and choir training experience to a professional standard, with a track record of established performance experience with high-end professional ensembles
- In-depth knowledge of church and organ repertoire
- Previous experience of professional employment with a church, cathedral or collegiate choir (desirable)
- Experience of recruiting and training student voices (desirable)
- Experience of accompanying choirs at the keyboard (desirable)

Personal skills & abilities

- High standard of fluent musical and technical proficiency
- Ability/willingness to work as part of a team
- Aptitude for working with young people
- Ability to work under pressure and to meet strict deadlines
- Good administrative and IT skills
- An eye for detail and proofreading in published materials
- Familiarity with music software (desirable)
- Familiarity with Apple and Microsoft computer software packages (desirable)
- Understanding of the values and practices that underlie musical performance in an educational environment that spans primary and higher education and reaches out to secondary
- Sensitivity to the opportunities and challenges of making music in both liturgical and secular contexts
- Regardless of personal beliefs, capacity and desire to model respectful participation in Christian liturgy
- Willingness to take an active part in the life of the College, culturally, socially and intellectually
- A strong commitment to professional development as a musician
- Highest standards of personal presentation and organisation



Remuneration and Benefits

Remuneration

The post is offered at a salary of £40,351-£56,492 per annum pro rata dependant on experience and ability. The post holder will join the College's auto-enrolment pension scheme with generous additional contribution options on completion of probationary period.

Hours of Work

Applications are invited from candidates who are interested in both part-time and full-time positions. It is envisioned that this role will require at least 30 hours per week, but anything up to 37.5 will be considered. The position includes some evening and weekend working.

Benefits

The College offers full-time members of staff 32 days holiday per year, including Bank Holidays. All staff working over a mealtime are eligible to take a free lunch or dinner in the servery.

The College offer enhanced maternity, paternity and adoption pay as well as generous sick pay for those who have more than six months' service. More details on all of these are available in the Staff Handbook. Staff are eligible to use the Tax-Free Childcare Scheme introduced by the government to replace Childcare Vouchers.

Probationary Period/Notice

There will be a six-month probationary period. Upon successful completion of the probationary period, the notice period will be three months.

Safeguarding

We are committed to safeguarding and promoting the welfare of children and young people. Successful applicants are subject to an enhanced DBS check and must provide proof of qualifications in accordance with the requirements of the Children Act 1989, as amended. Proof of identity and eligibility to work in the UK is also required.

How to Apply

Applicants should submit a full CV along with a covering letter to jobs@kings.cam.ac.uk explaining why they are applying for the position, what they believe they will bring to the role, and whether they are looking for part-time or full-time employment.

Informal enquiries can be directed to Daniel Hyde, Director of Music by emailing choir.manager@kings.cam.ac.uk

Closing Date

Applications should be submitted by **5.00pm on 23rd June**.

Interviews are to be held on **23rd July and 24th July** and will include a number of written tasks, a panel interview and an opportunity to meet the Director of Music, as well as the chance to conduct King's Voices.

