

# CANDIDATE BRIEF

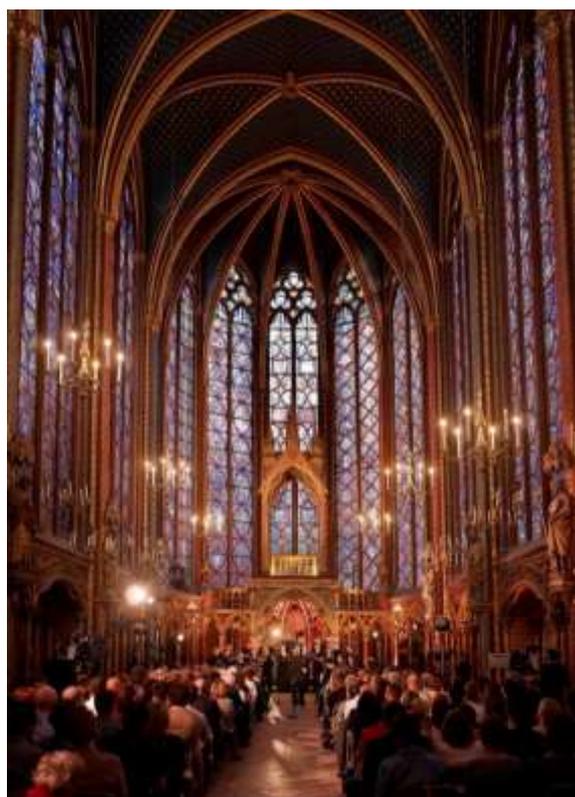
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## Brief for the position of General Manager, Tenebrae Choir September 2018



*“For purity and precision of tone, and flawless intonation, Nigel Short’s chamber choir  
Tenebrae is pretty much unbeatable.”* **The Times**

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## About Tenebrae

Multi award-winning Tenebrae is one of the world's leading vocal ensembles, revered for its core values of passion and precision. Tenebrae was founded by director Nigel Short, a former member of the world-renowned King's Singers. The choir is known for its highly-acclaimed interpretations of choral music with repertoire ranging from the hauntingly passionate works of the Renaissance through to contemporary choral masterpieces.

Since its inception Tenebrae has striven for and achieved artistic excellence by inspiring and moving audiences through the choir's vision to deliver dramatic programming, flawless performances and unforgettable experiences.

It combines around 60 performances a year with several recordings and an extensive music education and outreach programme. Its busy concert schedule across the UK and abroad currently attracts a live audience of c.24,000 a year. It includes some of the world's most renowned festivals and venues including the BBC Proms, Edinburgh International Festival, Leipzig Gewandhaus (Germany), Spivey Hall (USA) and Melbourne Festival (Australia). Alongside this, Tenebrae and Nigel Short curate an annual Holy Week Festival at St John's Smith Square, London.

Tenebrae has twice secured the award for 'Best Choral Performance' in the BBC Music Magazine Awards (2012 and 2016), and its recording of Fauré's Requiem with the London Symphony Orchestra was nominated for the Gramophone Awards (2013) having been described as "the very best Fauré Requiem on disc". In 2018, *Music of the Spheres*, Tenebrae's album of part songs from the British Isles, received a Grammy nomination. The choir has just released two discs – *A Walk with Ivor Gurney* champions the music of Ivor Gurney and his contemporaries, featuring Dame Sarah Connolly, Aurora Orchestra and Simon Callow; the second – *Symphonic Psalms & Prayers* with the BBC Symphony Orchestra featuring music by Bernstein, Schoenberg, Stravinsky and Zemlinsky.

*"Signum's current roster includes many excellent ensembles but the choral jewel in the crown is surely Tenebrae – Nigel Short's outstanding chamber choir."*

**Gramophone Magazine**

Tenebrae also presents its inspirational workshop method, *The Tenebrae Effect*, designed to challenge and advance every participant by instilling skills essential to a Tenebrae performance. Since its launch in September 2016, Tenebrae's choral development partnerships with the London Youth Choir and Music Centre London have engaged over 1,000 children from across London and, its third year in 2018-19, we will offer workshops for over 600 singers aged 7-21 together with opportunities for young people to see Tenebrae live in concert and perform alongside professional artists at pre-concert showcases. Tenebrae commissioned a unique new choral work by Owain Park, *Footsteps*, which allows choirs of all abilities to perform alongside Tenebrae in concert. Since its

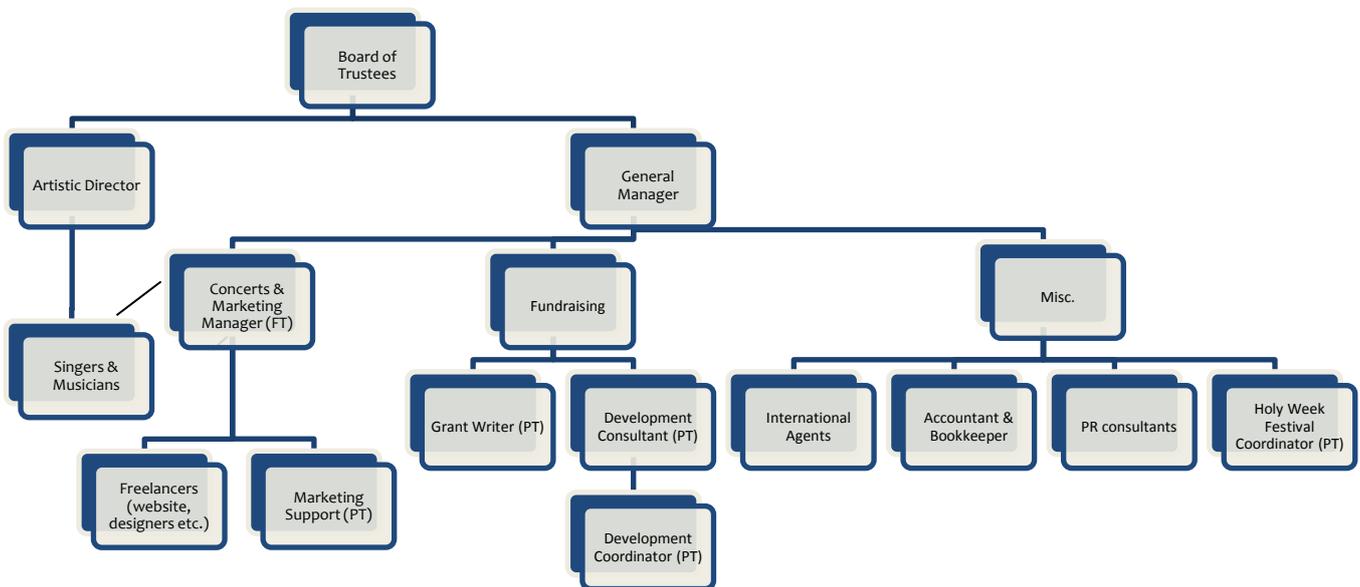
premiere in 2017, almost 700 youth and amateur singers across 7 countries have performed the work with Tenebrae.

## The Role & Company Structure

As a registered charity Tenebrae has a main Board of 7 Trustees plus the Artistic Director, chaired by Sir Roger Gifford. The Trustees meet at regular intervals to support the development of strategy and oversee the work of the choir. A Development Board, chaired by a Trustee (Jonathan Lane) and reporting to the Board was established in 2015 to help build a sustainable funding platform for Tenebrae’s core, educational and project needs. Tenebrae is supported by trusts and foundations, and individual donors and supporters.

Tenebrae’s 2017-18 turnover was >£600k. In addition to the full-time General Manager and Concerts & Marketing Manager roles, Tenebrae operates an outsourced model in order to access a wide range of specialist skills from outstanding practitioners. These include marketing and PR, fundraising, development, festival management and bookkeeping. See company structure below.

The General Manager leads Tenebrae at a significant period in the choir’s development, liaising closely with the Board of Trustees, Development Board and Artistic Director. The General Manager is accountable for the organisational and business development of the choir and will need to deliver artistic and commercial excellence.



The General Manager has responsibility for expanding Tenebrae’s concert, education, touring and recording programme, developing innovative and exciting partnerships, fundraising and broadening audiences, including:

- Be responsible for developing and delivering the overall strategy for the choir
- Manage the commercial development of Tenebrae in conjunction with the Board
- Explore and develop fundraising activity and the development of non-commercial avenues of funding, with direct responsibility for major donors and corporate sponsors
- Provide vision, leadership and direction to the choir in non-artistic matters
- Work with the Artistic Director and Trustee Programming Group on programming
- Overseeing the setting up, fixing administration and delivery of engagements
- Lead the development of Tenebrae's presence in the UK and internationally in concerts, broadcasts and recordings, and to seek new avenues for work and revenue streams
- Lead on the development and programming of Tenebrae's annual Holy Week Festival at St John's Smith Square
- Build our education and outreach activities
- Develop new and exciting partnerships across the arts
- Develop and maintain a network of contacts with key stakeholders, retaining respect and credibility with a wide range of stakeholders and in the marketplace generally
- Supervise and oversee all aspects of the administration of Tenebrae including responsibility for managing the full and part-time staff of Tenebrae as detailed in the aforementioned company structure
- Report to the Board of Trustees on a quarterly basis, together with regularly meetings with other working groups and the Development Board

## Personal Specification

- **Knowledge and experience**
  - **Essential**
    - Passionate about and committed to the ideals of Tenebrae
    - Strong working knowledge of classical music in general and choral repertoire in particular
    - Management experience within performing arts sector
    - Experience of managing budgets
    - Proven experience of successful sales and negotiations
    - Experience of balancing the activities and needs of an organisation which has a wide-range of income streams
  - **Desirable**
    - Fluency in or at least a working knowledge of one other European language
- **Capabilities and personal qualities**
  - Outstanding leadership qualities
  - An ability to balance artistic objectives with commercial considerations and the realities of the market
  - The ability to keep a strategic perspective at all levels

- Commercial and financial acumen
- Confidence and persuasiveness
- Tact and diplomacy
- Integrity and an ability to inspire trust
- An entrepreneurial approach to the development of the enterprise

### Terms

This position is based at the Tenebrae's offices in London (currently at 12-15 Hanger Green, London W5 3EL) with frequent time spent travelling in the UK and abroad for concerts and meetings. The office is provided in-kind by Specialised Travel Ltd.

Starting salary: commensurate with experience. Pension: 3% contribution from employer (to be reviewed in April 2019).

Reporting to: Tenebrae's Board of Trustees.

Holiday: 20 days per year, taken in co-ordination with other members of staff, plus public holidays and three days between Christmas and New Year.

Notice period: three months after an initial three-month probationary period during which the notice period is one month on either side.

### How to Apply

In order to apply, please email your CV and a cover letter detailing your suitability for the role to Henry Southern, Tenebrae General Manager, to: [henry@tenebrae-choir.com](mailto:henry@tenebrae-choir.com). If you would like further information or an informal chat prior to applying, please don't hesitate to call: 07584193849.

We are most interested to hear from you about the experience you think is relevant to the role, how you can contribute to our success and why you're excited about working with Tenebrae.

Application deadline: 5pm, Friday 19<sup>th</sup> October

Interviews will take place Monday 29<sup>th</sup> to Wednesday 31<sup>st</sup> October. Please indicate in your email if you are unavailable these dates and we will endeavour to find another time.

*"Choral music doesn't get more magnificent than this."* **Classic FM**

[www.tenebrae-choir.com](http://www.tenebrae-choir.com)