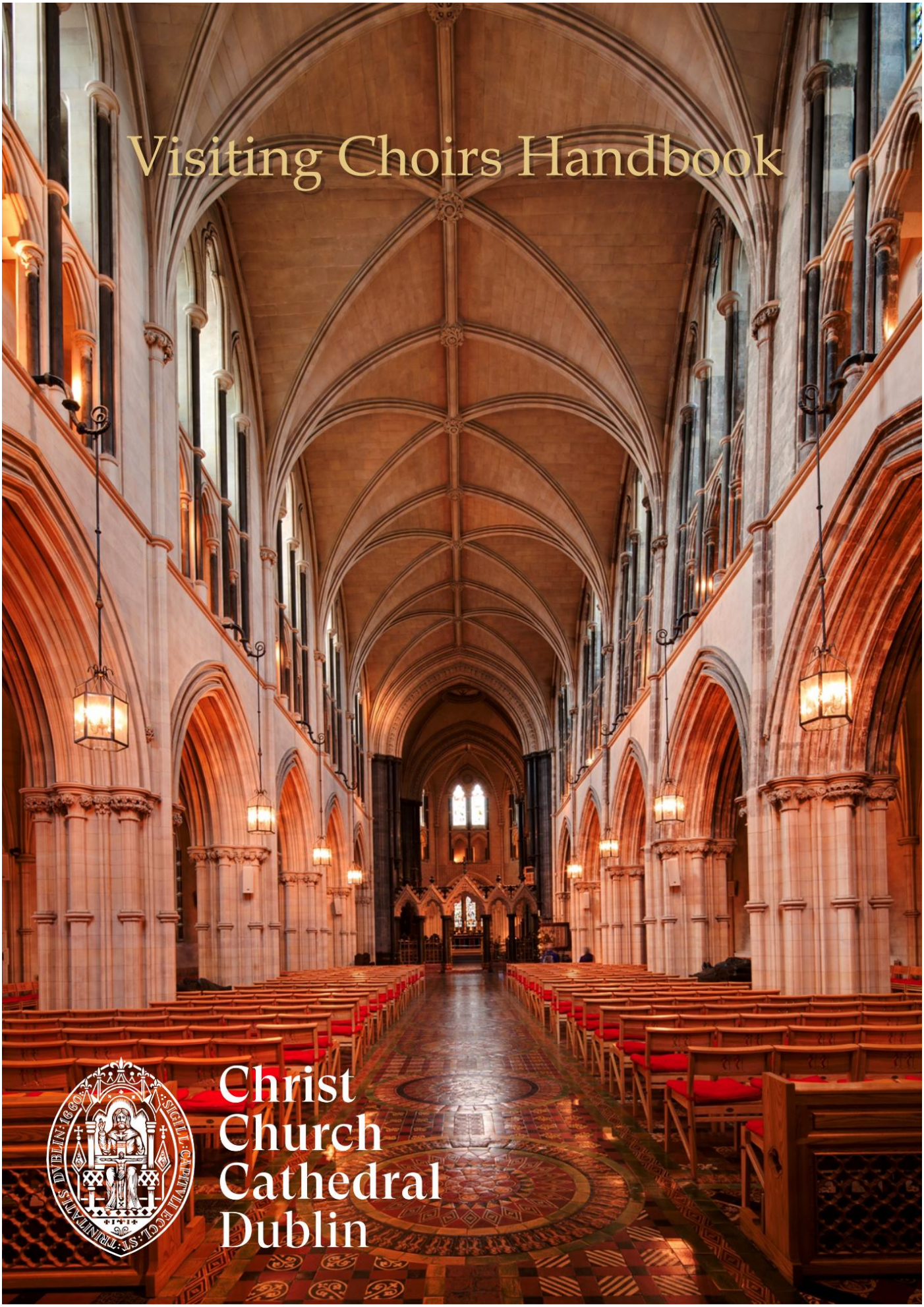
Visiting Choirs Handbook



Christ
Church
Cathedral
Dublin

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The Dean and Chapter of Christ Church Cathedral are most grateful to all who come and sing at services when the Cathedral Choir is on holiday or off-duty. Music has been central to the liturgy at Christ Church since its foundation around 1030 and we hope you will enjoy the experience of contributing to this tradition. James Short, Assistant Director of Music & Assistant Organist, is responsible for organising visiting choirs and is your main point of contact before your visit. This booklet is intended to help you in preparation for your visit. We hope that it will answer any questions that you may have. Should you need any further information, please contact the Music Department:

James Short

Assistant Director of Music & Assistant Organist

Email: james.short@christchurch.ie

Tel: +353 1 677 8099 (Cathedral Office)

GENERAL INFORMATION

Providing music details

Any music choices must be approved in advance by the Music Department, therefore we request that visiting choirs send their music details at least two months before the date of the visit to allow time for any necessary changes to be made. All visiting choirs singing during the summer months are asked to provide music details by late May or two months before the visit, whichever is soonest.

The schedule of services

The normal weekly schedule of services is as follows:

Wednesday	18:00	Choral Evensong
Thursday	18:00	Choral Evensong
Sunday	11:00	Cathedral Eucharist
Sunday	15:30	Choral Evensong

There is also the option of singing a Saturday lunchtime concert. These events are organised by Sophie Gough, who can be contacted at sophie.gough@christchurch.ie

Repertoire

When choosing repertoire, please give precedence to the quality of the musical performance. Experience has shown us that the best results are achieved when choirs sing music well within their capabilities, rather than attempting overly ambitious repertoire that overstretches the musicians; pieces of a modest scale are always acceptable. Please take care to ensure that the music chosen is appropriate to the day and season. If the Music Department feels that any item is inappropriate, we will ask you to make an alternative choice.

Choir rehearsals

Choirs will normally be given use of the Music Room above the Chapter House. Choirs will be provided with codes to the Music Room door upon arrival. The Dean and Chapter accept no

liability for loss or damage to items left in the Music Room. Choirs must also ensure that the room is left tidy, and that any of the Cathedral Choir's music is left in place and undisturbed.

Choirs may normally rehearse in the cathedral during the following times (these times may be subject to alteration):

Sunday	09.45 –10:45
Monday–Friday	16:45–17:45

On the day of your arrival at the cathedral please allow about 15 minutes before your rehearsal begins to be greeted by a member of the Cathedral Staff and to practise the procession and have any parts of the service explained to you.

Choirs should be assembled at the bottom of the stairs to the Music Room at least 5 minutes before each service is scheduled to begin.

The organist may rehearse from 16:00 for weekday Evensong, 9:00 for Sunday Eucharist, and 13:30 for Sunday Evensong. Some additional practise time may be available, please contact the Music Department if you wish to avail of this. During weekdays please play softly and stop for 12:00 prayers and 12:45 Eucharist in the Lady Chapel.

Practise time cannot always be guaranteed, so it is essential for organists to arrive as prepared as possible, and to make sure that their practise time is booked in advance of the visit.

Clothing

Visiting choirs are invited to wear what they would usually wear for services, though choirs need not robe if they do not normally do so. In the event that a choir are not robed, smart attire is necessary. The Cathedral does not allow visiting choirs to borrow robes from the Cathedral Choir. 'Quiet' footwear is recommended, and ladies are requested to avoid heels which may damage the stonework; flat and sensible shoes are required. Choristers should wear one medal only; academic hoods are not worn during Eucharist.

Accompanists

The majority of choirs bring their own accompanist. One of the Cathedral organists will normally be available to play if preferred, although most directors may prefer an accompanist with whom they are more familiar. If you require one of the Cathedral organists to play there will be an extra charge for any service other than on a Sunday. You can discuss this when making your application.

Psalms and Hymns

All psalms are sung to Anglican chant. You are free to choose any chant you want and we will supply the pointed text. All psalms follow the Church of Ireland lectionary.

The primary hymnals used by the Cathedral are the *New English Hymnal* and the *Irish Church Hymnal*. The hymns are set by the Music Department, the melodies and texts of which will be sent to you in advance and you are free to choose the harmony. All hymn texts and melodies are printed in the service sheet.

Other than the Communion Hymn (which may be accompanied or unaccompanied, depending on where it is being sung) the hymns are intended to be congregational. For that reason, complicated arrangements that would make it difficult for the congregation to join in must be avoided. Verses in other congregational hymns must not be left unaccompanied, nor accompanied so lightly that the congregation is inhibited.

Copyright

The Cathedral takes the issue of copyright seriously and you are encouraged to ensure that any music you reproduce is done so with the permission of the publishers, or under existing copyright rules.

Cantor

The Cathedral will not be able to guarantee a cantor for intonations with the exception of the Dismissal at Eucharist which is usually sung by the celebrant or one of the assisting clergy. Therefore you must delegate intonations to a member of your choir.

Refreshments

There is a kitchen in the Chapter House which your choir are welcome to use for tea, coffee, or water. There are many places near the Cathedral for buying food and drink and some restaurants and other amenities are listed in the appendix of this handbook.

After Sunday Eucharist your choir are encouraged to join members of the congregation in the Crypt for tea, coffee, and biscuits which are provided by the Friends of the Cathedral. This is a good opportunity to meet members of the Cathedral community.

We would request that choirs refrain from taking food and drink into the choir stalls.

Toilets

Toilets are situated in the Chapter House just inside the door through which you enter.

Webcam

Please be aware that all services are live-streamed on the Cathedral website via a webcam. The services are not recorded.

Transport and Parking

Christ Church is located in the heart of the city centre and is easily accessed from outside the city centre by transport links. Transport links on a Sunday are considerably less frequent so we recommend planning your journey in advance and aiming to arrive earlier than necessary to avoid delays.

Parking on the Cathedral grounds may not be possible, especially during busy times. There is a multi-story carpark within two minutes walking distance from the Cathedral.

Entry to the Cathedral

When you arrive at the Cathedral you will be let in through the Chapter House door. This is situated directly opposite the main gate to the Cathedral. Upon your arrival ring the bell to the left of the door.

NOTES FOR ORGANISTS

Hymns

A copy of the *New English Hymnal* and the *Irish Church Hymnal* can be found in the organ loft in the small cabinet to the right of the console.

Camera

There is a screen on the console with video link to the Quire. This is turned on at the monitor. There are two camera settings, one focusing on the Quire and the other behind the Screen. PLEASE READ the information on how to operate the camera, situated on the organ music stand. This device can be temperamental so please avoid moving the device or the stand on which it is kept.

Organ Practice

The organist may rehearse from 16:00 for weekday Evensong, 9:00 for Sunday Eucharist, and 14:00 for Sunday Evensong. Some additional practice time may be available but this must be arranged before your arrival in consultation with the Music Department. During weekdays please play softly so as not to disturb the tours, and stop for 12:00 prayers and 12:45 for said Eucharist in the Lady Chapel.

Practice time cannot be guaranteed, so it is essential for organists to arrive as prepared as possible, and to make sure that their practice time is booked in advance of the visit.

Pistons

Visiting Organists are allocated channels 80-96 (Memory Level 1, NO CARD) in order to set their own Generals. Please ensure there is no memory card in the slot before setting registrations. Channels are changed using the control panel on the right. Divisional pistons have a standard accompaniment setting which must not be altered. There are forward and reverse pistons which act as a stepper through the general pistons. The tremulants cannot be set on pistons.

Voluntaries

You may play as much or as little music before Evensong as you wish, but you must play as the choir and clergy process into the cathedral and it must be finished by the time the choir arrive in the stalls and the procession is over.

The Organ is not played before the Eucharist on Sunday. If there is a sung Introit, the Processional Hymn follows immediately after without announcement. If there is no sung Introit, a member of the clergy will give the signal to begin the Processional Hymn by lighting the green light to the left of the keyboard. You may provide some quiet music as the congregation receives the Eucharist if the anthem is short.

After the said 'Grace' at Evensong, and after the choir have sung the dismissal response at Eucharist you may begin the voluntary immediately. Voluntaries should be long enough to give time for the procession to leave the Nave (usually at least 3 minutes). Please take care when choosing your voluntary to ensure it is of an appropriate scale to each service.

Hymn play-overs

Play-overs should provide appropriate introductions to the hymns (usually the first one or two lines, sometimes the last one or two). Unless the melody is relatively short and likely to be unfamiliar to the congregation, it is not necessary to play over the whole verse. If the hymn is shorter it may be necessary to improvise after the final verse to cover collection (during Offertory Hymn) or the end of the processional hymn at Eucharist.

Intonations

At the end of the Eucharist, the Organist should hold the G below middle C after the Blessing for the Celebrant to intone the Dismissal.

A full specification of the organ can be found in the appendix of this handbook.

ORDER OF SERVICE FOR CHORAL EUCHARIST

Time: 11:00am

Welcome and Notices.

The choir assemble behind the organ in line for procession.

The organ begins the Processional Hymn which is sung by choir and congregation whilst processing. Once the choir have entered the stalls, all bow together.

Greeting, Call to Penitence, followed immediately by the Kyrie

Absolution

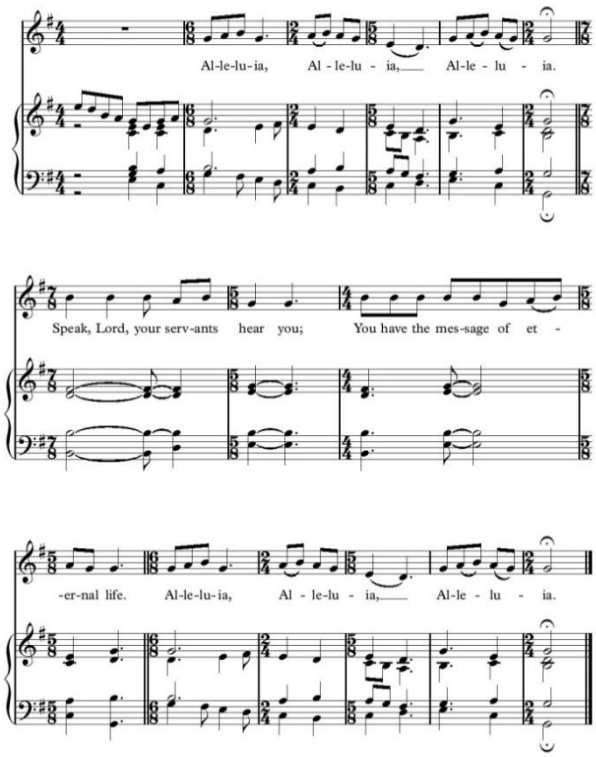
Gloria sung by the choir. Intonation sung by member of the choir.

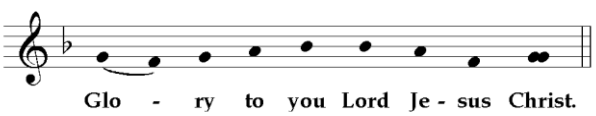
Collect of the Day

Old Testament Lesson

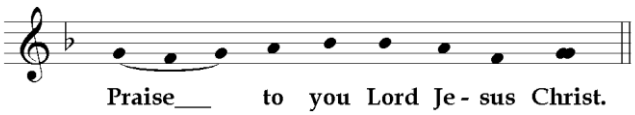
Psalm sung by the choir (We provide the text)

New Testament Lesson

Gospel Acclamation (for full copy see the *appendix*)

The Gospel is announced and the choir sing the response accompanied by the organ:



After the gospel, the choir sing the response accompanied by the organ



Organ fanfare to cover procession after the Gospel (*c.* 1 minute).

Sermon

Creed (said)

Intercessions

The Peace

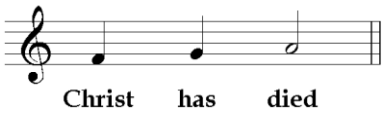
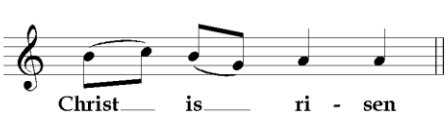
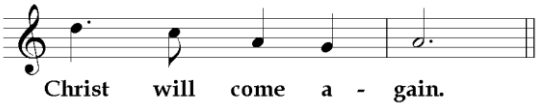
Offertory Hymn followed by organ improvisation if necessary

The Great Thanksgiving

Sursum Corda (as appears in the *appendix*)

Sanctus and Benedictus sung by the choir, after which the choir turn East.

Memorial Acclamation sung by the choir and accompanied by organ (for full copy see the *appendix*)



The Lord's Prayer (**said** facing east)

Agnus Dei, sung by the choir

After the Eucharist has passed through the choir into the nave the choir leave the stalls and exit into the transepts and receive communion or sit in the transepts until all choir members who wish to receive communion have returned. The choir will then return to the stalls to sing the Communion Hymn followed by the Motet. After this the choir remain seated in silence.

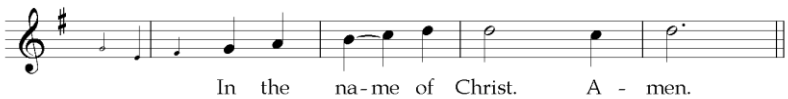
Organ music to cover the choir receiving communion if there are still people receiving after the Hymn and Motet.

Post-communion prayer

Post-communion hymn

Prayer and Blessing

Dismissal intoned by the celebrant and the response sung by the congregation and choir and accompanied by organ (for full copy see the appendix)



Organ voluntary begins directly after dismissal. The choir turn East and bow together and process out of the stalls during the voluntary.

ORDER OF SERVICE AT EVENSONG

Weekdays Time: 18:00

Sunday Time: 15:30

Procession of choir and clergy during organ music

Preces

Psalm (we will provide the text)

Old Testament Reading

Magnificat

New Testament Reading

Nunc Dimittis

Creed (said)

Responses (including The Lord's Prayer)

Anthem

Intercessions

The Grace

SUNDAY ONLY – Closing Hymn

The organ voluntary, during which the clergy and choir process out