



Recruitment Pack **Music Pathways Manager**

Introduction

Create Music is seeking passionate and experienced creative professionals to join our dynamic team of music educators in brand new roles that will help to shape the future of music education for children in Brighton & Hove and East Sussex.

At Create Music, the Music Hub for Brighton & Hove and East Sussex, our mission is to centre the voices of children, young people and adults in our cities, towns, and villages. We inspire engagement with a diverse range of music genres and activities. We co-design, teach, develop, and showcase participants by connecting them with teachers, youth workers, creative practitioners, and cultural workers.

We provide access to information, expertise, space, and resources to facilitate learning and innovation in music. Our priorities include relevance to local identities, nurturing talent and exploring the synergy between high-quality provision and creative risk-taking.

The development of inclusive music progression routes and pathways into the music industry is a priority both for Create Music and in the new National Plan for Music Education.

The music and creative sectors are a key generator of economic growth for the UK and education and skills development opportunities for young people are central to continued future innovation and success. At Create Music we are focused on supporting our young musicians to further their skills through the development of multiple talent pathways, into training and the wider world of work.

Together with the music industry, Create Music aims to play a role in supporting this growth, but to achieve its full potential the sector will need to recruit and retain the best trained, most talented, and diverse workforce.

Music Pathways Manager – Job Description

Purpose of the Role

This new role will lead on the development of music pathways for young musicians and emerging artists and will link closely to Create Music's work as part of the RSA's national Cities of Learning programme. As a member of the Create Music Leadership Team, you will lead the development and implementation of a new music pathways strategy and action plan that will support inclusive progression routes in music.

This role aims to enable all our young musicians to develop skills and knowledge to support progression into the music industry and wider world of work and entrepreneurship; through the facilitation of a range of inclusive, diverse and high-quality practical music making programmes, co-designed with young people across Create Music.

The role will also support the development of music pathways knowledge and expertise by offering training and workshops for schools and community settings, music industry training days and talent development courses. There will also be an important focus on encouraging diversity and inclusion of musical pathways in line with Create Music's wider Equality, Diversity & Inclusion (EDI) Strategy.

Principle Accountabilities

- To develop inclusive learning pathways for, by and with our young musicians into training, work and entrepreneurialism; through building on and developing new partnerships with the music industry.
- To co-design a programme of music activity and performance opportunities, to include projects both in and out of school, that support skills development in partnership with industry partners.
- To support the development of music badges and multiple progression pathways as part of our regional Cities of Learning programme.
- To lead the development of youth volunteering and training opportunities (such as internships) for young people across Create Music/with music industry partners.
- To create and disseminate a bank of careers education resources for Hub partners and schools.
- To act as a central point of contact for local music industry leaders, facilitating connections between industry and Create Music, at a local level.
- To establish and facilitate a new development group for Create Music partners, focused on Music Skills & Employability.
- To support the development of Create Music's inclusive music programme, to offer increased opportunities in a wider range of genres.
- To work with the Music Leadership Team to support recruitment and induction of music leaders/teachers to Create Music.
- To work with our partners to support the development of the Create Music youth voice strategy and to establish/facilitate a new development group for Youth Voice.

- To work with the Create Music Leadership Team and partners to co-design and support the delivery of a training programme to support musically inclusive practice across our music hub.
- To support the wider strategic development of Create Music, including our annual business planning, reporting requirements from Arts Council England/other funders.
- To support the development of funding applications to enable Create Music to grow and develop our programmes.
- To work with our communications team to ensure programmes of activity are promoted in an accessible and inclusive way.
- To maintain good order and appropriate standards of behavior amongst young people/programme participants to safeguard their health and safety and to ensure that premises in which activities take place receive due care and respect.
- To promote and safeguard the welfare of children and young people in line with the Create Music Safeguarding and Child Protection Policy.
- To carry out the above duties in accordance with the Brighton Dome & Brighton Festival Equalities Policy.
- To carry out such other activities and duties as may reasonably be required.

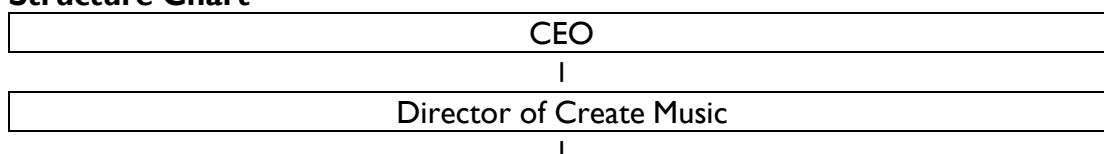
This job description sets out the duties of the post at the time it was prepared. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot, of themselves, justify a reconsideration of the grading of the post.

Person Specification

	Essential Criteria
1. Qualifications and Experience	<p>1.1: Experience of leading music engagement and learning activities.</p> <p>1.2: Experience of working with young people/young adults in a learning environment; including experience of co-development with young people ('youth voice').</p> <p>1.3 Experience of working as part of the music industry, such as a performer, composer/song-writer, producer or DJ.</p>
2. Knowledge and Skills	<p>2.1: Good understanding of appropriate and engaging music activities for young people of different ages.</p>

	<p>2.2: A good understanding of the music industries and/or routes into training and work.</p> <p>2.3: An experienced music leader, with knowledge of contemporary genres and/or music production.</p> <p>2.4: An awareness of the National Plan for Music Education (2022).</p> <p>2.5: Understanding of and commitment to inclusive practice, ensuring that all young people can access and participate in music making.</p> <p>2.6: Ability to communicate well with a range of people using varied communication methods and an ability to advocate positively on behalf of Create Music.</p> <p>2.7: Commitment to personal development, that includes taking part in training to support the role e.g. risk assessment, first aid, safeguarding etc.</p> <p>2.8: Recent experience of using a range of software and cloud-based tools, such as Microsoft 365.</p>
3. Personal attributes	<p>3.1: Excellent communication skills.</p> <p>3.2: Highly organised, with ability to prioritise effectively and manage own workload.</p> <p>3.3: Commitment to partnership working and ability to work as part of a team.</p> <p>3.4: Able to recognize and understand needs of others and to work collaboratively and flexibly to achieve identified targets.</p> <p>3.5: Ability to show sensitivity and objectivity in dealing with confidential issues, in accordance with the Create Music Safeguarding and Child Protection Policy.</p>
4. Equalities	<p>4.1: To uphold and carry out the duties of the post with due regard to BDBF's Equalities Policy.</p>

Structure Chart



Deputy Director and Strategic Lead: Quality and Inclusion

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Music Pathways Manager

OUTLINE TERMS AND CONDITIONS

Hours: 0.6 FTE

Salary: £32,000 per annum, pro rata

Pension: 5% employers' contribution; 3% employee's contribution to Aviva personal pension plan

Annual leave: 25 days per annum pro rata plus Bank and Public Holidays and the opportunity to accrue TOIL

Term: Fixed-term contract until 31 July 2024.

Notice period: 2 months

Feb 2023