



Recruitment Pack

Singing Strategy Manager – Fixed-term for 12 months

Introduction

Create Music is seeking passionate and experienced creative professional to join our dynamic team of music educators in a brand new role 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.

Singing is a core element of the National Plan for Music Education and remains at the heart of Create Music's plan for music provision and skill development. Over the next year, Create Music has set a target to 'continue to grow and develop singing, in and out of school, through the implementation of the Create Music Singing Strategy in partnership with Glyndebourne'.

To achieve this target, we have identified the following priorities for development:

- Support schools to regrow singing – in, through and beyond the curriculum – providing training opportunities and resources to improve confidence and support schools to reintegrate singing.
- Reignite singing in out-of-school programmes – through our Music Centres and across the Create Music partnership.
- Play an active part in delivering Create Music's vocal programme, to include leading short courses for young people, leading workshops in schools, delivering vocal courses and co-designing and delivering vocal training for teachers.
- Offer high-quality performance opportunities, that utilise a blended approach in partnership with Glyndebourne, with a focus on Create Music's annual

singing festival for schools. Increase access to singing activities for all ages, by offering a blended approach and maintaining opportunities to engage in person and virtually (for both training and events)

- Engage with regional/national programmes that spotlight singing.
- Emphasise the importance of singing for young people's well-being, connection and sense of belonging. Tackle misconceptions about health risks, while also promoting good practice for singing post-pandemic.

Purpose of the Role

As a member of our development team to co-design, build and deliver the Create Music Singing Strategy and support the successful implementation of the new National Plan for Music Education. Working with schools, partners and our children and young people to develop an inclusive and high-quality programme of vocal activity across our Music Hub including training for teachers/music leaders and diverse projects/performance activities.

Principal Accountabilities

1. To develop a new partnership working group to support the development and delivery of our Singing Strategy.
2. To work with our school networks to co-design and deliver a range of training opportunities to develop singing in schools. This would include online training, peer-to-peer support, conferences and one-to-one support.
3. To work with our partners to develop a programme of inclusive and multi genre learning and performance opportunities.
4. To work in partnership with our singing strategy lead partner Glyndebourne to co-develop and deliver Create Music's annual singing festival for primary schools.
5. To work with our Music Development Team to develop place-based vocal provision at our 5 Music Centres.
6. To work with our instrumental teaching team to ensure that singing is integrated and facilitated effectively as part of Whole Class Ensemble Training and Instrumental Tuition.
7. Design and as appropriate deliver a range of courses as part of our out-of-school programme of activity, including summer schools and inclusion programmes such as HAF activities.
8. Engage with regional/national programmes that spotlight singing.

9. Promote good practice for singing and emphasise the importance of singing for young people's well-being, connection and sense of belonging.
10. To support the wider strategic development of Create Music, including working as part of the Leadership Team to produce our Local Plan for Music Education, business plans and reporting requirements for funders such as Arts Council England.
11. To work with our communications team to ensure our singing programmes are promoted in an accessible and inclusive way.
12. To maintain good order and appropriate standards of behaviour amongst learners to safeguard their health and safety and to ensure that premises in which activities take place receive due care and respect.
13. To promote and safeguard the welfare of children and young people in line with the Create Music Safeguarding and Child Protection Policy.
14. To carry out the above duties in accordance with the Brighton Dome & Brighton Festival Equalities Policy.
15. To carry out such other activities and duties as may reasonably be required.

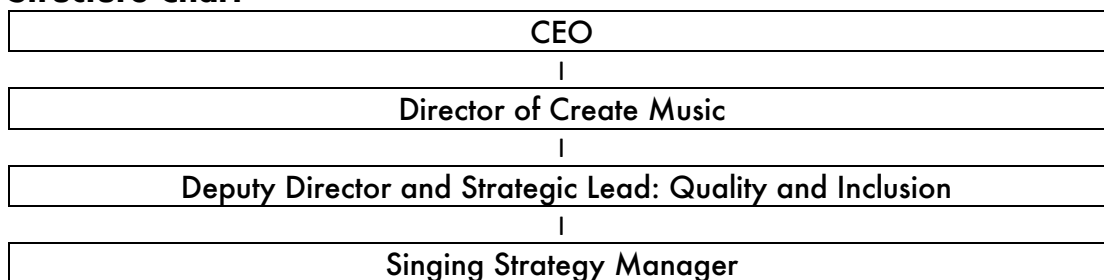
This job description sets out the duties of the post at the time it was prepared. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot, of themselves, justify a reconsideration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

Person Specification

	Essential Criteria
1. Qualifications and Experience	<p>1.1: Experience of leading vocal groups/choirs.</p> <p>1.2: Experience of working with children and young people at different ages and stages of learning.</p> <p>1.3: Experience of working in and/or with schools to support/lead singing projects or performances.</p>
2. Knowledge and Skills	<p>2.1: Good understanding of appropriate and engaging vocal activities/repertoire for children and young people of different ages.</p> <p>2.2: Confident singer/vocalist.</p> <p>2.3: An awareness of the National Curriculum for Music and National Plan for Music Education (2022).</p>

	<p>2.4: Understanding of and commitment to inclusive practice, ensuring that all children and young people are able to access and participate in music making.</p> <p>2.5: 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>2.6: Commitment to personal development, that includes taking part in training to support the role e.g. risk assessment, first aid, safeguarding etc.</p> <p>2.7: 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



OUTLINE TERMS AND CONDITIONS

Hours: 37 hours per week (full-time) – although part-time hours will be considered

Salary: £35,000 per annum

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

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

Term: 12-month fixed-term contract due to funding for this role.

Notice period: 2 months

Oct 2023