

## **MUSIC SERVICE ASSOCIATE**

### **Theatr Clwyd**

#### **Job Description**

Theatr Clwyd has been Wales' foremost producing theatre since 1976. The Executive Team (Artistic Director – Tamara Harvey and Executive Director – Liam Evans-Ford) are currently navigating the most important cultural and operational shifts in the 42 years of its existence, a period which will redefine and secure the future of this unique and valuable arts centre - the foremost producing theatre in Wales.

Theatr Clwyd produces upwards of eight shows a year - mainly in English, but also in Welsh - and presents some of this work on tour in Wales and the rest of the UK. It has a hugely successful programme of work for and with young people that is created both within and without the building, and tours to local schools, within Wales and beyond. The building also hosts a variety of touring drama, music, music and art for all ages, a comprehensive film programme and an active community programme and the organisation is at the forefront of work around arts and wellbeing.

We have made strides in changing the shape of our programming; we've committed to placing visitor experience at the heart of our decision making; we've begun to grow our commercial events; we've taken the first steps in deepening our relationship with our community; we've started to develop our auxiliary offers and we've been working hard to market our work and our building more strategically and effectively. We have also delivered a feasibility study for major capital redevelopment and received funding from ACW to take forward plans into Design & Development.

Theatr Clwyd is the only producing theatre left in the UK still owned by a local authority. With a turnover of £6.9m in 2018-19, it is supported by the Arts Council of Wales, Flintshire County Council and by its own activities. There are annually some 2,115 individual events, attended by around 200,000 people, plus 50,000 young people participating in outreach events.

#### **Job Summary**

### **MUSIC SERVICE ASSOCIATE**

Responsible for:

Reports to: Director of Music

## **MUSIC SERVICE ASSOCIATE**

### **Theatr Clwyd Music Service**

The Theatr Clwyd Music Service is the hub for the work we do with young people, disenfranchised groups and the wider community. Through our passion for music making, creativity, expertise and excellence, we aim to deliver the highest quality musical education and therapeutic support that music brings to meet the aspirations and needs of every child, young musician, school and music leader that we come into contact with. We aim to inspire and empower our musicians and create life-enhancing, enjoyable and sustainable musical opportunities through providing first access and coherent, progressive pathways that enable our community to achieve their potential, develop and celebrate through music. At the core of what we do we want our work to be accessible for all

### **Job Purpose**

In consultation with the Director of Music, to develop and lead high quality and engaging Theatr Clwyd Music Service lessons and initiatives in music. The Music Service Associate will be responsible for planning and delivering high quality individual and group instrumental/vocal and ensemble teaching programmes as directed and in accordance with Theatr Clwyd Music Service policies, procedures and guidelines, in order to enable all learners to achieve their full potential. To take a creative and practical role in the delivery of Theatr Clwyd Music Service Music School, projects, workshops and events. To be an advocate for the work we do with young people and the wider community, maximising collaborations and projects in both Welsh and English and contributing to the overall vision that builds on our reputation for excellence, creative learning and meaningful engagement.

### **Key responsibilities**

- In line with the Theatr Clwyd Music Service vision and strategy, ensure the welfare and wellbeing of learners receiving tuition in accordance with Theatr Clwyd Music Service guidelines and, where appropriate, guidelines issued by the school/client establishment. To act in accordance with Theatr Clwyd's policies in working with children, young people and vulnerable adults.
- Have a secure and up-to-date knowledge and understanding of music, including the appropriate practical skills in relation to the instrument(s) taught
- Have knowledge of relevant repertoire and resources for the instrument(s) taught, including knowledge of different musical styles and genres.
- Identify learner needs and construct and implement specialist learning programmes and strategies for individual and group tuition. Consistently securing the best outcomes for learners through progressively refining methodology, influencing learners and advancing learning.
- Prepare and deliver quality individual and group sessions and other activity programmes in accordance with Theatr Clwyd Music Service policies and procedures
- Maintain accurate and up to date records of learners' achievements and developments including writing progress reports and attending Theatr Clwyd Music Service Parents' Evenings.
- Encourage and develop links between the Service and its users through the promotion of Theatr Clwyd Music Service, its range of services and programme of music activities at Theatr Clwyd's Music School. Including but not exclusively attending concerts and open evenings in schools.
- To lead community projects, schools workshops and youth music programmes as required, developing relationships with key stakeholders.

- To act as the public face of Theatr Clwyd's Music Service programme to teachers, parents, community groups and artists alongside the other Theatr Clwyd Music Service Associates.
- To contribute to producing education packs and resources, providing information about workshop content as required.
- To assist the Director of Music in coordinating music opportunities for schools, families, members of our community and youth projects and productions as required
- As a member of a departmental team, assist in the evaluation of the effectiveness of teaching methods and provision, contributing to and participating in programmes of staff development and Service development as directed.

#### **Other**

- Maintain accurate records of work and Theatr Clwyd Music Service activity commitments.
- To represent and positively promote the organisation at all levels, especially to all service users
- To build contacts within the world of music as the main source of knowledge in this area of work
- To build relationships with local community groups and enterprises.
- To support the Director of Music in reaching as many areas of the community as possible
- Attend team meetings and participate in ongoing staff development including contribution agreement meetings
- Ensure the effective deployment of musical instruments, accessories and printed materials as directed, including the maintenance of accurate records of Theatr Clwyd Music Service instrumental stock and the identification of resource needs.
- To undertake any other duties as reasonably required by the Director of Music

## **Person Specification**

### **Essential**

- A qualification to at least Grade 8 on their principal musical instrument/voice with a recognised examination board, or equivalent diploma or similar qualification
- Proven excellence and thorough understanding of the technical elements of your specialist instrument.
- Full current driving licence and will have appropriate transport to enable duties to be fulfilled.
- Excellent communication skills, both written and verbal.
- Excellent interpersonal skills, including an ability to relate to a wide variety of people.
- An energetic and inspiring presence, with the ability to lead and motivate people of all ages who may not be confident or engaged.
- Facilitation skills, with a proven ability to use methodical, creative and results led working methods.
- Working knowledge of relevant areas within music and physical literacy.
- Ability to work alone, without supervision and to be self-motivated.
- Excellent problem-solving ability.
- Theatr Clwyd Music Service is committed to safeguarding and promoting the welfare of children and therefore this position is subject to an Enhanced Disclosure and Barring Service.

### **Desirable**

- A Degree in Music
- Experience of teaching instrumental and vocal music in schools and the wider community
- Experience in delivering music workshops to a wide variety of ages and backgrounds.
- Experience working with music practitioners and young people.
- Knowledge and experience of preparing students for music examinations both curricular and extra - curricular
- Experience and technical knowledge of other instruments
- Knowledge of music, theatre and other art forms within the UK generally and Wales specifically.
- Spoken and written welsh
- Working knowledge of local schools.
- Knowledge of basic repairs to help maintain stock.
- A commitment to artistic excellence.
- Knowledge or willingness to learn about the community local to Theatr Clwyd.

We recognise the ability to communicate in Welsh is an important and valuable skill in the workplace and are committed to increasing the numbers of bilingual employees. We welcome applications for any post from candidates who are able to work in both Welsh and English. We will also support new and existing employees who wish to learn Welsh or improve /develop their Welsh language skills.