

Digital Music Engagement Worker – Job Overview

Part of the Digital Native Artists (DNA) Programme from Southampton and IOW Music Hubs

Southampton and IOW Music Hubs are looking to recruit a talented young (18–25), BAME music artist and/or producer, who is passionate to work with younger musicians, producers and performers: helping them discover digital music genres, build musical and personal skills, and move forward towards better musical futures.

Working across electronic dance music genres, modern rap and hip-hop genres (including grime, trap and drill) and progressive R&B and pop genres, you will help build a diverse and inclusive programme of music making and learning.

You will use your music and production skills to develop and deliver a programme of digital music resources, workshops, and events which engage with aspiring young musicians in schools and other settings across the region. The programme will enable participants to improve their musical skills, develop new personal skills, and inspire them to continue making music in the future.

This a development role, and training and support will be given to help build your teaching and learning skills, as well as mentoring and support to help you develop a wide range of professional skills for working within formal and informal education settings.

This role is a one year (48 weeks), fixed-term contract, for one day per week (6–8 hours) starting in Autumn 2020. Salary is £400 per month, £4,800 total.

The role will include a mixture of remote working – including virtual meetings and sessions – as well as face-to-face workshops, events and office-based working.

As you will be working with children and young people, the role is subject to an enhanced DBS check.

Please send a CV, covering letter and a link to examples of your music to: music@southampton.gov.uk

Applications should be received no later than 12noon on Friday 16 October 2020.

Interviews, via Google Meet, will take place during the week beginning Monday 19 October 2020.



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Job Description and Person Specification

Post Title:

Digital Music Engagement Worker

Working Hours and Salary:

- 12 Month, fixed term contract
- 0.2FTE – one day per week (6–8 hours) for 48 weeks
- Working days and hours to be decided by agreement
- £400 per month, £4800 in total

Accountable to:

Management, Southampton Music Services (SMS)

Contents:

- Job Description:
 - Purpose of job
 - Key accountabilities
- Person specification:
 - Knowledge and experience
 - Key competencies, skills and personal qualities

Notes:

This post is:

- Subject to the terms and conditions of service as prescribed by the post contract
- To be undertaken in accordance with the Council's key values, agreed performance standards and the need for political sensitivity and awareness

Scope of role:

The post of Digital Music Engagement Worker is responsible for:

- Working individually, as well as alongside SMS and other colleagues.
- Promoting music provision in Southampton Schools and other settings.
- Delivering music provision in schools, other settings, and online.

Date of Document:

Thursday 10 September 2020



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Digital Music Engagement Worker: Job Description

1. Purpose of job:
 - 1.1. To develop and deliver a programme of digital music resources, workshops, and events which engage with aspiring young musicians in schools and other settings across the region. The programme will enable participants to improve their musical skills, develop new personal skills, and inspire them to continue making music in the future.
 - 1.2. To improve the engagement worker's teaching and learning skills, knowledge and understanding, through the provided training, mentoring and support.
 - 1.3. To teach whole classes, large and small groups, and individual children and young people, ensuring high standards of teaching and learning and the well-being of the participants. To create and deliver online and digital content and sessions. The successful candidate will also be expected to deliver teaching commitments according to areas of expertise and experience which may include group music making.
 - 1.4. Service Delivery
 - Teach children and young people in a variety of settings, ensuring lessons are of high quality and enjoyable and that learning is effective.
 - Develop appropriate schemes of work within the Music Service agreed planning framework.
 - Assess pupils' progress, giving individual feedback to pupils' and reporting to stakeholders in relation to musical, personal, and social, progress.
 - Work alongside other teaching colleagues in a way which recognises good practice resulting in a tangible impact in student learning and peer support.
 - Ensure effective communication with SMS administration staff, line management, teaching venues, and all other stakeholders.
 - Support and contribute to the work of the Southampton Music Service, raising standards in music making.
 - Be an effective learner, participating in further training and professional development, and sharing expertise with colleagues.
 - Maintain accurate pupil records and data as required
 - Remain up to date with pedagogy, repertoire and resources.
 - Where relevant and appropriate, to be present for SMS concerts and events – particularly when students taught by the post holder are performing.
 - Ensure that repertoire and lesson content is focussed, challenging and enjoyable, in order to raise standards in teaching and learning.
 - Discharge statutory functions of the Southampton Music Service.
 - Work with schools, settings and SMS teaching staff to optimise the teaching, learning and musical development of students.
 - Implement quality guidelines developed by the Service.
 - Conduct any other duties which reasonably fall within the purview of the post that may be allocated after consultation with the Post-holder.
 - 1.5. Team Work
 - To take responsibility for sharing good practice with other music services staff, working with them to develop effective peer support.
 - To actively contribute to the development of Southampton Music Services through a personal and professional commitment to teamwork.
 - To work collaboratively with all Music Services team members to promote the efficient and effective delivery of services to children, families, schools and others.



- To actively participate in supporting delivery of the National Plan for Music Education/National Curriculum.
 - To discharge team responsibilities normally carried out by others if required.
 - To work effectively alongside colleagues in a shared teaching environment.
- 1.6. Policy Development
 - To participate in the development, interpretation, implementation, review and evaluation of education policies and especially those directly related to the Music service.
- 1.7. Personal and Professional Management
 - Take full responsibility for managing time and work whilst remaining up to date professionally and developing personally.
 - Develop effective personal time management skills, including managing stress.
 - Actively engage in personal and professional development within a framework of service needs and negotiated with managers.
 - Actively participate in SMS appraisal and performance review.
 - Promote and ensure good behaviour among pupils and safeguard their health and safety.
 - To attend meetings commensurate with the role.
- 1.8. Digital Music Development
 - To develop digital music programmes and learning strategies
 - To design and administer digital music projects
 - To coordinate and manage the work of hub partners, other musicians, and other organisations, as appropriate to project delivery
- 1.9. Community Engagement
 - To engage with other local, regional, and national digital music makers, producers and artists to facilitate their contribution to the hubs' digital music strategy
 - To engage with BAME communities in the city to facilitate their participation in hub activities
- 1.10. Key Accountabilities:
 - To be responsible for delivering high music-making activities for participants.
 - To be responsible for reporting on assessment of progress and achievement.
 - To communicate effectively with SMS Administration, line management staff and other stakeholders.
 - To liaise with SMS and school based colleagues for the purposes of timetabling and any subsequent changes.
 - Support delivery of local and national initiatives – e.g. National Music Plan, the Southampton Music Hub.

Person Specification

Knowledge and Experience:

- Musical expertise within digital music genres, including electronic dance music genres, modern rap and hip-hop genres (including grime, trap and drill) and progressive R&B and pop genres.
- Some existing knowledge and understanding of instrumental/vocal/curriculum tuition in a variety of settings (whole class, large/small group, individual, ensemble).
- A passion for helping others to develop, musically, personally, and socially.
- An ability to quickly learn new skills, develop new knowledge and understanding, and apply this to new tasks and experiences.
- A proven ability to manage and resolve difficult situations.



- Knowledge of online learning resources, and an ability to create high quality digital content, including video, audio and other multimedia sources

Key Competences, Skills and Personal Qualities:

- The capacity to learn how to teach in a variety of settings, ensuring lessons are enjoyable and that learning is effective.
- Excellent communication and networking skills.
- Evidence of good organisational and time management skills,
- Effective planning skills.
- The ability to engage in peer review to address own and others' professional development.
- The ability to interpret and understand education issues and legislation.
- Ability to keep data up to date.
- Excellent instrumental, vocal and/or production skills.
- The ability to identify own professional development needs.
- Ability to work using Google Apps, Music Production Software (DAWs) and other media content creation tools
- This post is open to candidates from Black, African, Caribbean, Black British, Asian, Asian British, Mixed, and/or multiple ethnic groups
- This post is open to candidates ages 18–25 at the time of application

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

Notes:

- The post holder is required to provide their own means of transport to visit schools and other educational establishments.
- The post holder will be expected to have access to their own music creation tools which they may need to use during the course of their role.
- When remote working from home is arranged, the post holder may be required to provide their own equipment for doing so, including a good quality internet connection.



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