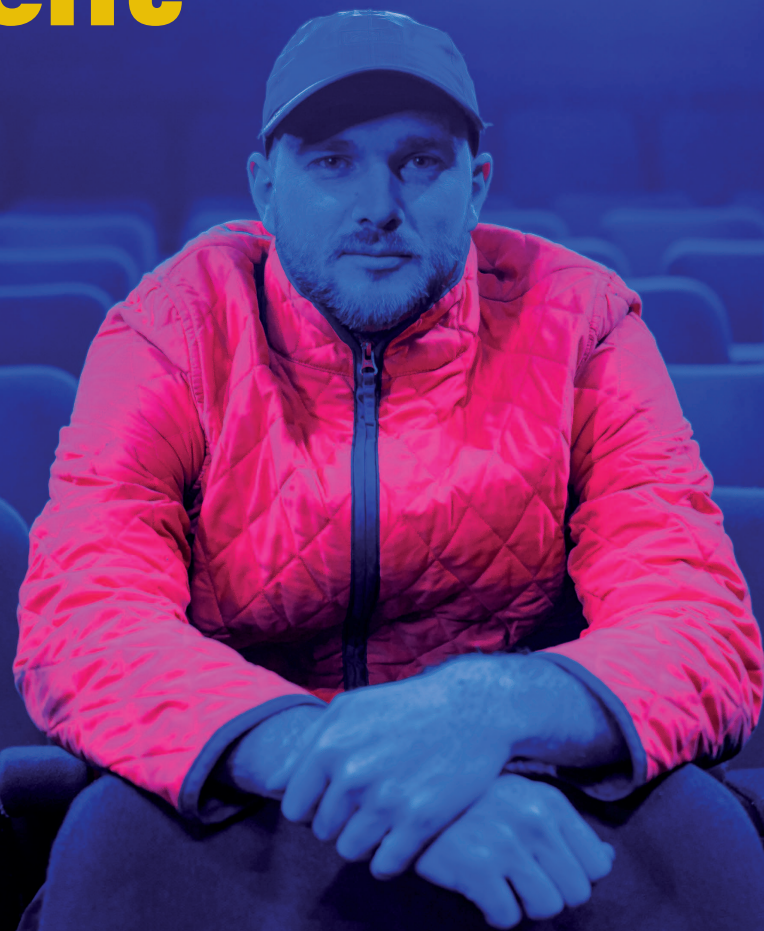




# Rotherham Music Recruitment Pack



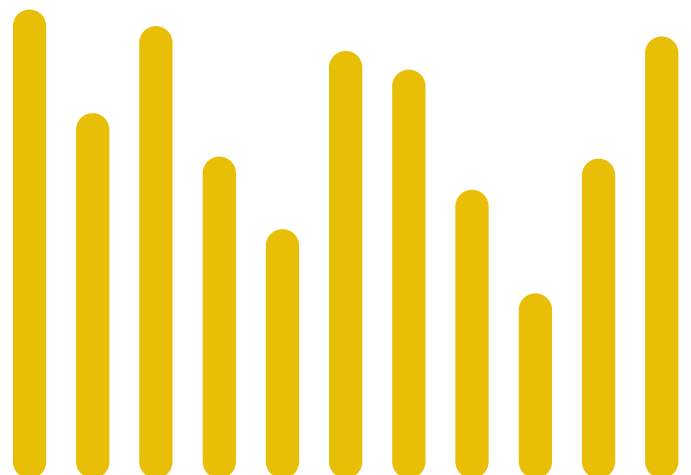
**It's our aim to make sure that all of our residents, no matter their age, gender, ethnicity, physical or mental capacity, have the means and the opportunity to enjoy, create and experience culture.**

Rotherham Music is the Council's Music Service, and it plays a key role in delivering this aim in providing a diverse range of opportunities for our residents and visitors to listen, play, learn and create their own music. Our programmes take place in schools, parks, community centres, libraries and on the streets, bringing music and sound to neighbourhoods across the borough.



The service provides music education to more than 4,000 children and young people each week across a range of musical disciplines for both in and out of school education. Alongside its provision for children and young people the service also supports a range of community music programmes from its Mini Melodies programme for pre-school children and their parents through to the extremely successful and vociferous Care Home Choir, which was launched to help reconnect with older audiences following the pandemic.

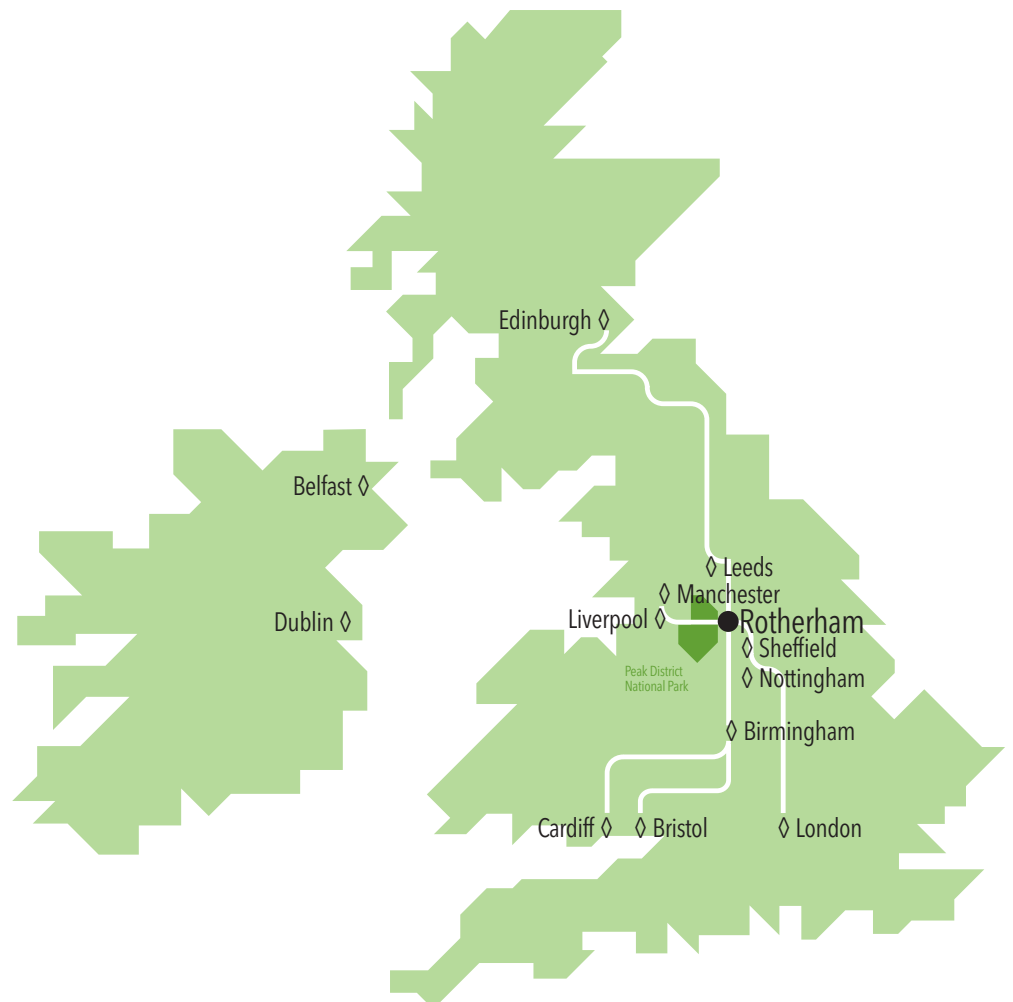
We are at an exciting time in our development as the borough works towards becoming the world's first Children's Capital of Culture in 2025. Our service is changing to become more reflective of the communities we support, providing a more diverse range of opportunities for engagement and participation and developing a modern and dynamic programme of in school music education, informal family learning and unique musical experiences.



## Welcome to Rotherham

**Sitting at the heart of South Yorkshire bordered by Barnsley, Doncaster and Sheffield, and occupying a central position in the UK, Rotherham is a collective of townships, villages, and hamlets weaving a rich tapestry of community, heritage and innovation.**

**From the historic halls and gardens of Wentworth Woodhouse to the monolithic cathedrals of industry embodied at Magna Science & Adventure Park and modern-day industrialists such as Maclaren, AESSEAL and Rolls Royce: the borough's tradition of enterprise and innovation is deep rooted, and with industry comes community.**





**Spanning countries and continents our communities represent the workers, doers, grafters, makers and creators that built our borough. Pit villages and steel work communities, British, Chinese, Irish, Pakistani, Polish and Roma traditions. Today more than 260,000 residents continue to forge Rotherham's unique and distinctive cultural identity matching Asian Bazaars at Rotherham Markets with imagined worlds of folk and fairy tales at Grimm & Co and annual celebrations of community, culture, and life in all its forms at Rotherham Show.**

Rotherham hosts more than 80 events each year ranging from grass roots community galas to Remembrance Day, Black History Month and Christmas celebrations. The borough operates: 15 libraries; 12 urban parks and three country parks; two museums; a theatre; a music education hub; a theme park; and one magnificent stately home surrounded by a series of whimsical follies.



There are currently two National Portfolio Organisations: Grimm & Co, an imaginative children's literacy charity embarking on a journey towards becoming the National Centre for Folk & Fairy Tales; and Rotherham Open Arts Renaissance (ROAR), providing sector support to more than 250 artists, performers and freelancers who make up its creative community. In 2019 Rotherham was awarded a Creative People and Places grant creating Flux Rotherham, a three-year action research programme which, due to the pandemic, got underway in 2021 and has already set about supporting communities to experience and create a new cultural identity for the town.



In 2021 Rotherham was announced as one of Arts Council England's Priority Places, recognising an historic under-development of its sector and opening up new opportunities to support artists and performers to build a career and develop their creative practice, work with community groups, particularly children and young people to create a cultural offer that they recognise and enjoy and create new partnerships with national and regional collaborators.





## **A Relevant, Inclusive and Equitable Service**

It is important that the cultural offer of Rotherham is a fair and equitable one, giving everyone the opportunity to access opportunities where they are available and supporting those who need help, guidance, or alternative options, to make applications.

We ask that interested applicants complete an application form as standard to help us find out more about their relevant experience and skills. These are requested by default to be submitted in written form, but if you would prefer to submit your application as a video recording talking us through your experience and verbally answering the questions in the application form this is fine too.



If you need any of the guidance or forms translating or support from an interpreter to access these opportunities we can help. Please don't worry about overcoming dyslexia and other neuro-diverse challenges. Whilst ordinarily we would look for attention to detail in an application this isn't always easy for those who have neurodiversity. If this is you let us know, we're far more interested in creativity, imagination, passion and ambition than your ability to know your hyphens from your dashes.

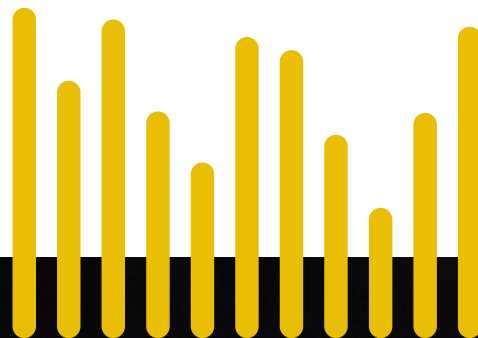
Our teams will only thrive and flourish if they are diverse and representative of all of communities. If we haven't mentioned something here that you feel you might need support with in applying for any of these roles, please let us know.



We recognise that whilst currently we have a good gender balance and a good representation of economic and geographical diversity across our workforce, we lack representation from global majority and disabled communities and would particularly welcome applications from these groups.

## Our Opportunity

Like many music services, Rotherham's Music Service has historically focused its energy and resources on developing strong relationships with schools and creating opportunities for children and young people through formal education settings. However, the pandemic has changed the focus of the service and allowed for greater experimentation, testing and reflection. It has undertaken research, developing a new Equalities, Diversity and Inclusion Strategy, explored new genres of music, and tested new collaborations and partnerships, reaching new audiences and creating opportunities for life-long learning and enjoyment of music in all its forms.



The service has reassessed its focus and, whilst the music education of children and young people will always play a key role in its offer, there are other opportunities to build connections with communities and families through music, to explore a range of different cultures and identities and create greater access to cultural expression and enjoyment. As Rotherham Music moves forward in this exciting new chapter it is looking to build a modern, dynamic and creative management team to shape a new service, forge stronger partnerships with schools whilst bridging the gap between the education and cultural sectors.



Rotherham Music will focus on creating access to a diverse, creative, high-quality range of musical experiences for young people, embedding music into communities, weaving song, instruments and performance into the borough's events programme and ensuring that people of all ages, ethnicities, abilities and geographies are supported to experience, create and enjoy music.

**We are at the start of this ambitious journey and are seeking to appoint a dynamic, energetic and ambitious leadership team who will take this vision forward alongside our schools, children and young people, partners and communities.**

## **Music Service Manager**

**£44,624 - £47,665 dependent on experience**

We are seeking a motivated and ambitious Service Manager to lead on the design and development of the service, identifying and implementing new models of systems change, creating new products and services and ensuring high quality programme delivery is underpinned by a sustainable business model.

Our Music Service Manager will be a senior leader with a proven track record of delivering creative change management programmes, inspiring communities, and managing diverse teams of freelancers, volunteers and staff. We are looking for an engaging, credible, and confident individual to lead this team as it begins a new chapter. A self-starter with a passion for music, culture, arts and heritage, our new Service Manager will be well-connected in the sector and able to galvanise and inspire communities, performers, teachers, schools, funders and delivery partners to achieve the aims of the service and meet the challenge of the Rotherham Cultural Strategy.

The Music Service Manager will:

- Oversee the strategic and operational delivery of the Music Service with accountability for the overall service budget and income targets
- Design and deliver targeted audience development strategies to increase engagement and participation with music education and programming at all ages
- Act as the accountable point of contact for Rotherham Music Education Hub with responsibility for governance and financial reporting alongside sector development and support within the wider sector network
- Deliver a high-quality service to schools encompassing whole class teaching, small group and individual tuition, and ensembles through the management and supply of peripatetic teaching staff
- Develop and deliver strategic business plans, fundraising strategies and oversee the management of resources across the service

Although desirable it is not necessary to have previous experience of school environments or music education hubs. This role is a business and service transformation focused role that will support the strategic development of these programmes but not the operational delivery of them.

## Community Music Manager

£36,371 - £39,571 dependent on experience

Our Community Music Manager will quickly become a well-known connector of communities across the borough. A creative, ambitious, and motivated individual, we are seeking a Community Music Manager who can quickly build trust across networks, who will listen to what communities want and support them to achieve it. From pop-up park performances to concert seasons, village hall gigs and main stage programming, we are looking for an individual who lives and breathes music in all its forms and finds joy in helping others to discover their talents.

We are seeking a community minded individual to develop new programmes of learning, performances and musical celebration. Someone who can instil passion and confidence across our communities, work with funders to unlock support for a wide range of activities and manage a range of competing demands. Our new Community Music Manager will be responsible for supporting Rotherham's Music Education Hub, building a network of musicians, performers, technicians and artists and supporting the sector to flourish at all stages of artistic and creative development.

The Community Music Manager will:

- Design and deliver targeted audience development strategies to increase engagement and participation with music education and programming at all ages
- Work alongside the Music Service Manager to administrate and develop the Rotherham Music Education Hub, taking a lead on reporting, managing networks and developing partnerships
- Develop engaging, creative and imaginative out of school education programmes for children and young people with a particular focus on diversity and new music technologies
- Develop engaging, creative and imaginative programmes for a range of audiences to encourage life-long learning and participation
- Create engaging content for online communities through the management and development of the service's social media channels
- Work alongside other services within Culture, Sport & Tourism to coordinate a programme of events, festivals and performances throughout the year
- Work with the Business Development & Information Manager to ensure timely billing and reporting related to community services
- Undertake some teaching activities in Music Centres and community venues as required

## **Business Development & Information Manager**

**£32,798 - £35,336 dependent on experience**

Our service relies on accurate, informative and up to date data and information in order to inform the creation of new products and services, identify areas of growth and opportunity and underpin the reporting of performance to key funders and delivery partners. Our new Business Development and Information Manager will have a keen eye for detail, pride themselves on intelligence and data-driven decision making, and thrive in a fast-paced and complex business environment with a number of different products and services.

Professional, efficient, accurate and with a flair of spotting trends and new business opportunities our Business Development and Information Manager will work as part of the leadership and management team to ensure good governance is in place, monitor and report on financial performance, manage data collection and evaluation with a strong focus on audience development and as much emphasis on qualitative feedback as quantitative, ensuring high quality customer experience across the service.

The Business Development & Information Manager will:

- Work alongside the Music Service Manager to develop strategic business plans for the service including financial forecasting, dynamic pricing strategies and fundraising development
- Take a lead responsibility for the management and development of information governance including overseeing the back-office systems to support the Service to Schools and RMBC financial management systems
- Work alongside the Service to Schools Manager and the Community Music Manager to develop appropriate SLAs, Funding Agreements and Contracts for partnerships and service delivery
- Undertake the preparation of all financial and statistical evidence for reporting against funded schemes
- Line-manage the Admin & Business Support Assistant, overseeing the accuracy of data collection and analysis and ensuring high quality customer service for front line enquiries

## How to apply

All roles are full-time, 37 hours per week and benefit from standard Council terms and conditions including holiday packages and flexible working.

For more information or to arrange an informal conversation please contact Amy Donnelly at:  
[amy.donnelley@rotherham.gov.uk](mailto:amy.donnelley@rotherham.gov.uk)

All roles will be advertised via Rotherham Council's vacancy board, please search for the job title that you are interested in and follow the links and instructions for applications.

Closing dates for all posts is midnight on Sunday 7th August 2022.

It is intended that interviews will take place on either 17th or 18th August 2022 in person in Rotherham.

