

## Job Description | Music Scholars Project Lead (Music)

<b>Post:</b>	Music Scholars Project Lead
<b>Post Duration:</b>	Freelance post 1 <sup>st</sup> February until 31 <sup>st</sup> August 2025
<b>Reports to:</b>	Music Programme Manager
<b>Project fee:</b>	£6160*

*\*Opportunity to renew engagement from 1<sup>st</sup> September as a 12-month engagement at £10,560*

### About Ark

Ark is an education charity that exists to make sure that all children, regardless of their background, have access to a great education and real choices in life.

We started with one school, sixteen years ago: We've always believed that, with the right approach, every school has the potential to succeed - even those in the most challenging circumstances. We only work in the communities where we can make the biggest difference to children's lives, and all our schools are non-selective. From one school in West London, we've grown to a national network of 39 schools, educating around 28,500 pupils.

### Ark Music Programme

Every child deserves a life enriched by music: We firmly believe in the potential of all children to be musicians. Our aim is to enable our pupils to find, explore and develop their creative voice. We strive to offer every child in our network a joyful and well-rounded music education as performers, composers, discerning listeners and connected members of a creative community.

We focus on three things:

1. Give every child in an Ark school access to high quality music-making opportunities through **curriculum and enrichment** provision that embrace a breadth of musical traditions and create pathways for progression.
2. Develop a **diverse and impactful education workforce**, equipping teachers and Artist educators with the pedagogical skills and tools that will enable them to deliver at their best and meet the needs of each learner.
3. Build **musical communities** within and between schools, in which both pupils and teachers can grow, contribute and succeed.

Our scholarship programme exists to nurture our schools' keenest and most committed young musicians by growing their **excellence in musicianship**, giving them **industry preparedness** and unrivalled access to **professional practice**.

The scholarship programme is designed in response to the needs each scholarship cohort, but the 2022 – 2023 cohort received a wide range of supports including: lessons, mentorship, tickets to gigs and concerts, workshops & masterclass opportunities, a budget for instruments/kit and lots more besides.

## Main purpose of the role

This role presents the opportunity for a project lead who is fully committed to equity of access and opportunity in music education. Your work will be detail-orientated and impact-driven, delivering a purposeful programme and a suite of events which truly make a difference to our young people's lives.

As the scholars' lead, you'll be responsible for all aspects of the programme, including ensuring that any scholars entered for Gold Arts Award achieve the qualification.

Though we have established partnerships with a number of organisations and Artists, the ideal candidate will also have their own relationships and be able to identify pathways and next steps for our scholars.

An example overview of the year could look something like this:

Date	Event
8 <sup>th</sup> Sept 2023	Initial Scholars meeting (Online)
29 <sup>th</sup> Sept- 1 <sup>st</sup> Oct 2023	<b>Residential</b> – Introduction, music making & planning for the year
W/B 9 <sup>th</sup> Oct 2023	Away day 1 – Industry Focus
Nov 2023	School visit 1
W/B 27 <sup>th</sup> Nov 2023	Away day 2 – Musical Excellence Focus
W/B 15 <sup>th</sup> Jan 2024	Away day 3 – Planning studio time & rehearsal
Feb 2024	School visit 2
9 <sup>th</sup> – 11 <sup>th</sup> Feb 2024	IE Residential
W/B 11 <sup>th</sup> March 2024	Away day 4 - Studio time
May 2024	School visit 3
W/B 1 <sup>st</sup> July 2024	Showcase rehearsal day
W/B 8 <sup>th</sup> July 2024	Showcase
Sept 2024	Celebration dinner

## Key responsibilities

This role offers the opportunity to think creatively and develop a programme. You will be wholly responsible for the management of the scholarship cohort. This includes:

- Holding oversight of the programme, ensuring that the activities, fund allocation and scholar benefits are purposeful and supportive of their goals
- Identifying opportunities to bring scholars together through masterclasses, gigs and other events which will inspire them and accelerate their musical progress
- Leading and running all scholars away days, the Residential and the end of programme showcase
- Overseeing the evaluation of the programme, undertaking case studies and questionnaires, and end-of-year reporting
- Ensuring key stakeholders are kept up to date (including schools, parents and scholars, liaising with teachers, DSLs and SENCOs where necessary) to ensure that scholars are supported as best as possible
- Managing relationships with venues and suppliers for away days, the residential and the showcase
- Holding relationships with key venues and Artists connected to the programme
- Briefing, directing and working closely with all Artists, mentors and organisations working with the scholars

- Overseeing the budget for the programme ensuring it's cost-effective whilst remaining ambitious and manageable
- Reporting regularly to the Music Programme Manager to update on progress
- Writing the end of scholarship report to be shared with funders
- Working with the scholars directly to ensure they have achieved goals set on their Personal Development Plan (which may include Gold Arts Award) and there is a clear legacy pathway for each scholar.
- Ensure that planning is complete for the programme in the following academic year with recruitment information sent to schools in June/early July

*Please note that this is a non-exhaustive list, to serve purely as a guide and is not wholly comprehensive or restrictive.*

## **Person specification**

### **Experience, knowledge and skills**

- Experience leading impactful, youth-centred programmes, and working with others to co-design purposeful programmes according to young people's needs
- Solid project management experience, following a project through from the initial planning stages, to delivery, to post-project reporting
- Experience with the complex nature of working with multiple schools, juggling their varying needs and priorities, and lightening teacher workload as best possible
- Able to brief and lead a wide range of Artists, organisations and suppliers so that they work purposefully and to a goal.

### **Personal characteristics**

- Positive and motivated, action-oriented style
- Confident and capable in managing varying workload and prioritising time effectively
- A keen eye for detail
- Reflective, emotionally literate and highly collaborative

### **Values and alignment**

- Genuine passion and a belief in the artistic potential of every young person
- Values creativity in all its forms
- Recognise and equally value all types of music and musician
- Recognition of the importance of smooth operations and administrative systems in supporting creative outcomes for young people

### **Requirements of the role**

- Right to work in the UK (essential)

*Ark is committed to safeguarding and promoting the welfare of children and young people; all successful candidates will be subject to an enhanced Disclosure and Barring Service check.*

## Remuneration

### Project fee

The core project fee is £6160 for the delivery of all areas outlined (above) and anything that may be deemed necessary in agreement with the Music Programme Manager. To acknowledge additional capacity needed at particular events throughout the year, additional time (paid at day rates) will be agreed with the Music Programme Manager in advance.

Please note that any additional days will need to be factored into the overall budget for the project.

### Expenses

Any planned out-of-pocket expenses should be agreed with the Music Programme Manager in advance but will always be approved as long as they are aligned to Ark policies.

## How to apply

If you are interested in working with us, please email [ark.music@arkonline.org](mailto:ark.music@arkonline.org) with the subject 'Application for Scholars' Project Lead' and the role you are interested in applying for. Please send us:

- CV/portfolio/LinkedIn profile with relevant experience
- A cover letter

**Please note we will keep recruitment open until January 31st HOWEVER we aim to shortlist early applicants WB 6th of January with interviews via MS Teams during WB 13th of January.**