



JOB DESCRIPTION

Post Title	Programme Manager - Urban Music Development Unit (UMDU)
Delivery Area	Southampton
Salary	£28,000 – £31,000 Pro rata
Accountable to	Director of SoCo Music Project
Work hours	3 days per week (some evenings)

Purpose of Job

To lead the work of the Urban Music Development Unit, a new provision in Southampton supporting young people with an interest in Urban Music Genres.

Background

SoCo Music Project provides positive and creative music making opportunities for people of all ages. We work with some of the most vulnerable people in our communities, supporting them to engage in activity that improves wellbeing, and provides progression.

One of our strands of work is to provide positive and diversionary activity to reduce offending in Hampshire. Through this we have been awarded funding to develop an Urban Music Development Unit (UMDU). The UMDU will be a beacon for young people interested in Urban Music genres, supporting them to create and collaborate, signposting them to positive progression routes, and showcasing emerging artists in the city. The UMDU will connect with youth provision in Southampton and nationally, taking best practice and applying it in the city. The unit will link in with the music industry locally and nationally to identify opportunities for young artists.

This programme will run as a pilot initially for 3 months with a view to extending the work dependent on funding.

Core Responsibilities and Deliverables

- To work with SoCo's management team to develop the Urban Music Development Unit in Southampton.
- To engage with local partners including policing, children's services, education (including PRUs and alternative provision) public health, Youth Offending Teams, and Youth Agencies.
- To establish connections with core groups of young people in the city that are engaged in urban music activity informally.
- To develop and provide activities that will support young people to progress in their musical/creative interests.

- To consult with and engage local community groups and young people in the community and engage them in development of the UMDU.
- To connect with music industry and similar provision, both in the city and wider nationally.
- Provide evidence and evaluation, both to demonstrate the impact of the Unit for current and future funders, and to ensure the UMDU is providing the best support for young people.
- Oversee the management of music practitioners providing activity for young people.
- Deliver engaging and relevant music activity for young people.

Person Specification		
Criteria	Essential	Desirable
Qualification		Degree level qualification Music Qualification Youth Work Qualification
Knowledge, Experience and Skills	<p>Music production/performance skills</p> <p>Experience in project management, planning and service development.</p> <p>Experience of working with young people, especially those considered “at risk” of offending behaviour.</p> <p>Experience of managing individuals/teams on projects.</p> <p>Able to work creatively and responsively.</p> <p>Confident report writing and presentation skills</p> <p>Knowledge of qualitative and quantitative evaluation</p> <p>Some music industry knowledge</p>	<p>Relevant skills in Urban Music genres</p> <p>Experience of project management with complex multi-partner programmes</p> <p>Full UK Driving Licence</p>

Core Behaviours

- Works well independently and in a small team.
- Flexible and responsive.
- Able to performance manage staff.
- Reliable and dependable.
- Excellent communicator.
- Compassionate and supportive.

Additional Requirements

1. The duties and responsibilities highlighted in this job description may vary over time. Postholders are expected to undertake other duties and responsibilities relevant to the nature, scope and grading of the post.
2. The post holder must have the ability to understand the needs of a multi-racial society and be prepared to implement the SoCo's Equal Opportunities Policy at a level appropriate to the job and must at all times carry out his/her responsibilities with due regard to the SoCo's Equal Opportunities Policy.
3. The post holder is required to be familiar with SoCo's Health and Safety Policy and be aware of and observe any part of the policy related specifically to the duties and responsibilities of the post.
4. The post holder is required to be familiar with SoCo's Child Protection and Safeguarding Policies, to undertake relevant training, and be aware of and observe any part of the policy related specifically to the duties and responsibilities of the post.

Application Timeline

- Date advertised – 22nd November 2019
- Application Deadline – 6th December 2019
- Interviews – Week commencing 9th December 2019
- Start date – 6th January 2020

Please send C.V. and covering letter to Matt Salvage: matt@socomusicproject.org.uk