

Co-Director (Outreach & Community), NewYVC (Freelance)



Spitalfields
music

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The NewYVC Co-Director provides artistic leadership for NewYVC, working collaboratively with the other Co-Director to deliver an exceptional creative experience for young people.

NewYVC is an inclusive, open-access vocal collective based at Spotlight. We believe that musical excellence grows from creating an environment in which every young person feels welcomed, supported and challenged. Through high-quality musical experiences, the Co-Directors foster confidence, wellbeing, belonging and creativity, creating the conditions in which young people can flourish as musicians and as individuals.

Working within the artistic vision and strategic direction established by the Chief Executive & Artistic Director, the Co-Directors are jointly responsible for shaping the collective's musical direction, maintaining high artistic standards and ensuring that NewYVC reflects the values and ambitions of Spitalfields Music.

Each Co-Director also leads on a distinct area of responsibility.

Reports to: Chief Executive & Artistic Director

Works closely with: NewYVC Co-Director, Freelance NewYVC Project Coordinator, Chief Executive & Artistic Director, General Manager (Designated Safeguarding Lead), participants, parents/carers and partner organisations such as Spotlight and schools within East London



Shared Responsibilities

Artistic Leadership

- Directing rehearsals and performances, delivering enjoyable and high-quality musical experiences for participants
- Foster an inclusive, welcoming and ambitious rehearsal environment where every young person feels able to participate regardless of previous musical experience
- Support the personal, social and musical development of participants
- Use inclusive rehearsal techniques which enable young people from a wider range of backgrounds, experiences and abilities to thrive
- Work collaboratively with the other Co-Director to shape the artistic identity of NewYVC, under the overall artistic and strategic direction of the charity
- Jointly develop repertoire, rehearsal planning and artistic programming for each term that reflects the vision and strategic priorities of Spitalfields Music
- Support the progression of participants by identifying opportunities for artistic and personal development within and beyond NewYVC

Collaborative Leadership

- Work in partnership with the other Co-Director, sharing responsibility for the artistic leadership of NewYVC
- Attend monthly team meetings with the Project Coordinator and fellow Co-Director
- Attend termly planning meetings with the Chief Executive & Artistic Director and General Manager to review proposed repertoire, programming and forthcoming activity before each term
- Promote a positive, collaborative and supportive working culture across the NewYVC team

Organisational Responsibilities

- Work alongside the Project Coordinator to ensure activities are appropriately planned, resourced and delivered
- Contribute information for funding applications, monitoring and evaluation, advocacy and reporting as required
- Contribute to the ongoing evaluation and development of NewYVC, using participant feedback, attendance data and reflective practice to inform future planning
- Act as an ambassador for NewYVC and Spitalfields Music, ensuring communications reflect our values
- Adhere to all Spitalfields Music policies and procedures, including safeguarding; health and safety; equality, diversity, inclusion and belonging (EDIB); and data protection
- Report safeguarding concerns promptly in line with organisational procedures

Additional Responsibilities

Co-Director (Outreach & Community)

In addition to the shared responsibilities above, this role leads on NewYVC's community engagement, recruitment and accessibility.

Outreach & Community

- Lead NewYVC's recruitment strategy, working alongside the Project Coordinator to plan and deliver recruitment activity, with the support of the wider Spitalfields Music team (eg marketing)
- Build and maintain relationships with schools, youth organisations and community partners across East London
- Develop and deliver recruitment activity including workshops, school visits and open rehearsals
- Work alongside the Project Coordinator to identify and remove barriers to participation
- Champion accessibility, inclusion and belonging across all aspects of NewYVC, embedding best practice into rehearsal planning, communications and participation experience
- Monitor attendance, participation and recruitment, recommending initiatives to improve engagement and retention
- Help ensure NewYVC remains representative of and responsive to the communities it serves



Person Specification

Essential

- Experience leading high-quality music-making with children and young people
- Strong vocal leadership and rehearsal directing skills, with the ability to create engaging and inclusive musical experiences
- A commitment to making music accessible to young people from a wide range of backgrounds, experiences and abilities
- A passion for enabling young people to develop confidence, creativity and a sense of belonging through high-quality musical experiences
- Excellent interpersonal and communication skills
- The ability to work independently while contributing positively to a small team
- A commitment to safeguarding children and young people
- Willingness to undertake safeguarding training and an Enhanced DBS check if required

Desirable

- Experience supporting children and young people with Special Educational Needs and Disabilities (SEND) or additional needs
- Experience working with schools, youth organisations or community partners
- An existing Enhanced DBS certificate
- An understanding of equality, diversity, inclusion and belonging (EDIB) within participatory music-making.

Terms of Engagement

- Freelance appointment
- Session fee: £150 per session delivered
- Planning & administration: A retainer of £350 per academic term is payable to cover rehearsal planning, programming, administration, meetings and other preparation required to deliver the role
- Commitment: Approximately seven sessions per academic term. Some sessions will be delivered independently and others jointly with the other Co-Director, depending on the programme and artistic requirements
- Co-Directors are expected to attend termly planning meetings with the Chief Executive & Artistic Director and General Manager, together with monthly team meetings with the other Co-Director and Project Coordinator, as set out in this job description.
- Additional fees will be agreed in advance where work is required beyond the core programme, including additional performances, projects, workshops or other agreed activity.

How to Apply

We want to make this process as inclusive as possible.

Applications can be made in writing, by video, or by audio file. Please keep written submissions to max. two pages of A4, and video/audio to c. 3 minutes. We're not judging your editing skills; a simple recording on a phone is fine!

Please send us your CV and a personal statement - tell us why you want the role, what your interest is in Spitalfields Music and the wider arts sector, and what you feel you could bring to our team, alongside something about yourself.

Please email this to recruitment@spitalfieldsmusic.org.uk, alongside the [Equal Opportunities Monitoring form](#). This form will not be disclosed to anyone involved in assessing your application.

