



# MEHEM UpRising!

## Recruitment and Post Specification for Project Leader

### About MEHEM

Music Education Hubs East Midlands (MEHEM [www.mehem.org](http://www.mehem.org)) is a consortium of the seven Music Education Hubs representing the cities and counties of the East Midlands:

- Derby and Derbyshire
- Leicester and Leicestershire
- Lincolnshire
- Northamptonshire
- Nottingham City
- Nottinghamshire
- Rutland

MEHEM exists as a support mechanism for the lead partners of the East Midlands Music Education Hubs in the delivery of the National Plan for Music Education, by aspiring to assist member organisation to:

- Provide high quality music education and support children and young people in the diverse East Midlands community
- Inspire all children and young people to sing and play a musical instrument developing their talent through progressive pathways
- Promote high achievement through diverse partnerships
- Transform lives through music
- Provide opportunities for musical excellence to flourish
- Reach all sectors of children and young people, including hard to reach and those in challenging circumstances, inspiring and enriching their lives through music
- Reflect the musical diversity of the East Midlands community through engagement with highly skilled and experienced partners
- Build sustainable pathways to nurture musical talent
- Promote innovation, creativity and achievement in music and the arts



## Project Overview

MEHEM has been successful in securing Youth Music funding, as part of a Fund B application, which will increase region wide collaboration, improve delivery of activity with and for children and young people with special educational needs and disabilities, strengthen the regions' workforce and enhance organisational development to improve our ongoing abilities to deliver such high quality music-making activities.

Over three years, **MEHEM UpRising!** will deliver a region wide collaboration, between the seven Music Education Hub lead organisations, delivering practical music making activities with and for children and young people with special educational needs and disabilities (SEND) and / or additional needs. MEHEM members will create and implement a framework enabling us to learn from and with each other; share knowledge, experience, and practice; develop our reflective practice; and build networks, locally, regionally and nationally. We will share this learning, disseminating to and through partnerships and networks.

## Project Outcomes

- To deliver music making activities and learning opportunities, enabling musical skills development, for children and young people with Special Educational Needs and Disabilities (SEND), throughout the region.
- To enable reflective practice and strengthen shared learning, between the region's Music Education Hubs and practitioners.
- To improve the ability of the workforce and increase capacity to deliver high-quality music-making activities for children and young people with SEND.
- To strengthen region wide relationships and build networks.
- To disseminate learning and practice - locally, regionally, and nationally.

## Post Specifications: MEHEM UpRising! Project Leader

Contract Type:	Freelance consultant, contracted by Music Education Hubs East Midlands (MEHEM) - £250 per day
Term:	Aug 2020- Aug 2023 Year 1: 1 - 2 days per week (40 weeks) – 64 days total Year 2: 1 - 2 days per week (40 weeks) – 64 days total Year 3: 1 - 1.5 days per week (40 weeks) – 48 days total Flexible working pattern
Reporting to:	Senior Music Adviser, Lincolnshire Music Service

## Main areas of responsibility:

The **MEHEM UpRising!** Project Leader will provide central coordination and lead on the day to day implementation and administration of the project. They will establish and enable the framework of visits, hub based reflective practice, regional reflective practice, shared delivery, practice sharing days, a regional conference and information sharing throughout the network.

Tasks will include:

- Conducting a mapping and audit exercise of SEND music delivery by MEHEM across the region
- Mapping specific skills, expertise, and delivery frameworks across the MEHEM region to monitor the varied delivery across the regions
- Scheduling hub delivery and arrange inter-hub visits with a view to experiencing, sharing, observing, and creating opportunities
- Developing and implementing a reflective practice framework across the region consisting of local professional development opportunities delivered on a termly basis throughout the duration of the project
- Developing and implementing regional reflective practice days located across the region
- Managing and monitoring the budget attached to the project and reporting direct to Senior Music Adviser monthly
- Supporting the work and administration of the Project Evaluator to map quality, and feedback on the evaluation process
- Liaising with and reporting to Youth Music and other stakeholders and funders as required
- Commissioning partners (and external individuals if necessary) to deliver the facilitation of the reflect practice model and delivery of CPD opportunities
- Co-ordinating the creation of website material, resources, communication and information for dissemination and wider music / SEND sector
- Providing reports and present termly to MEHEM Board meetings
- Devising and co-ordinating a regional conference / final event to present findings and plans for development

Reflective practice is at the core of **MEHEM UpRising!** The project, through collaboration across the MEHEM region, sets out to create and implement a framework, enabling us to learn from, and with, each other; sharing knowledge, experiences and practice; developing our reflective practice; and building networks, locally, regionally and nationally.

## Key attributes for post-holder:

- Outstanding interpersonal skills; initiative-driven and pro-active with a proven track record in managing partnerships and bringing people from different sectors together
- Self-motivated and efficient; well organised

- An understanding of how Music Hubs work within the wider music education structures
- Experience of project management including the commissioning of CPD to meet identified needs
- Outstanding and visionary leadership skills
- Suitably qualified and experienced to oversee SEND provision and ability to show credibility of knowledge with other partners
- Demonstrable evidence of experience of how the SEND sector operates, and of music leadership within SEND
- Proven track record of budget management
- Experience of embedding reflective practice principles to support a new framework of sharing and learning

## Recruitment Process

The timeframe for recruitment will be as follows:

**Mon 1<sup>st</sup> June:** Post advertised:

Applications to be submitted to [musicservice@lincolnshire.gov.uk](mailto:musicservice@lincolnshire.gov.uk)

Pre-recruitment checks, including safer recruitment and regulated activity checks will be undertaken by Northamptonshire Music and Performing Arts Trust

**Wed 17<sup>th</sup> June:** Applications close

**Fri 19<sup>th</sup> June:** Initial long listing

**Fri 3<sup>rd</sup> July:** Short-listing by MEHEM board

**Fri 10<sup>th</sup> July:** Interview Day of which will be carried out through Zoom or similar portal

**Mon 3<sup>rd</sup> Aug:** Post commences

## Next Steps

Candidates should send a CV, completed details form, and a covering letter outlining their suitability for the post and how they meet the key attributes to [musicservice@lincolnshire.gov.uk](mailto:musicservice@lincolnshire.gov.uk) by 17<sup>th</sup> June.

Interested candidates are also invited to contact Jennifer McKie, Lincolnshire Music Service, for an initial discussion regarding the role on 01522 553238. Please note that calls may be fielded by any member of the Lincolnshire Music Service team according to demand.