

# Music for everyone

## Artistic Director

Job Pack

March 2023



Music for Everyone  
10 Goose Gate  
Hockley  
Nottingham NG1 1FF

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### Board of Trustees

John Hess <i>Chair</i>	Angela Smallwood <i>Secretary</i>
Matthew Lax <i>Treasurer</i>	Rachel Emmett
Richard Flewitt	Janet Wootton

**Founder/Artistic Adviser** Angela Kay MBE

**Director** Donna Fox

**General Manager** Su Evans

**Assistant Artistic Director** Rachel Parkes

**Head of Orchestras**

**and Ensembles** Josh Goodman

**Co-ordinators** Kirstie Hind, Anne Jackson

## About Music for Everyone

Music for Everyone (MfE) is a registered music charity based in Nottingham, currently celebrating its fortieth season. It enjoys a strong reputation for providing people of all ages with innovative opportunities to make music with others, to progress and achieve high standards at every level, and to have fun at the same time, all within a vibrant, collaborative and friendly environment.

MfE runs music and singing workshops, short courses, regular groups and performance opportunities for over 2,000 participants each season – a third being young people under 18. Our public performances each season (pre-Covid) were reaching audiences of over 3,700. We have a number of community collaborations including school and youth projects and health initiatives. We also work with partners including Inspire (Nottinghamshire Music Hub), Nottingham City Music Hub, the University of Nottingham and Nottingham Trent University. We have a regional presence and attract participants not only from the city and county, but from neighbouring counties and, for certain events, from much further afield nationally.

MfE has a trading subsidiary Bookwise that runs three successful second-hand book shops across Nottinghamshire, staffed almost entirely by volunteers.

Our values:

- Music for Everyone is committed to making a difference to people's lives through the creativity and enjoyment of music.
- We employ expert professional musicians to prepare and conduct public performances and, more widely, to support participants in our events, at all levels, to discover and develop their musical interests, abilities and aspirations by making music with others.
- Music for Everyone is an open, welcoming and collaborative organisation committed to excellence. We build a sense of community and belonging while providing high quality musical experiences for participants, audiences and staff.
- Our core activities are rooted in choral and orchestral classical music and in making it accessible, through innovative formats which complement other provision in the region. We commission new work when we can.
- We aspire to enhance the inclusivity of our programme by building partnerships with likeminded organisations, so we can reach more people through our work, especially traditionally under-represented groups.

We have recently secured funding from Arts Council England's National Lottery Project Grants to mark our fortieth anniversary with an exciting programme of events. We will be celebrating inclusion by programming women as composers and performers in classical music and by piloting three new groups to develop performances in traditionally under-represented genres and widen our participant and audience base.



## A new Artistic Director for Music for Everyone

Music for Everyone is seeking an experienced and inspirational Artistic Director to lead the artistic vision of the organisation and engage creatively with its artistic staff and participants, both professional and community-based.

Music for Everyone's Founder and former Artistic Director, Angela Kay MBE, stepped down from the day-to-day running of the organisation at the end of our 2021-22 season. We appointed a new Director, Donna Fox, to lead the business and strategic development of MfE from September 2022, with Angela Kay continuing as Artistic Adviser for the current season. We are now looking for a dynamic new Artistic Director to build on Angela Kay's considerable achievements and develop MfE's artistic vision, strategy and practice going forward.

## Purpose of the Artistic Director role

- To champion and take forward MfE's artistic ethos
- To provide strategic artistic leadership, helping to guide MfE's future direction in collaboration with the Director
- To lead artistic planning and oversee programming for each season, working with the artistic staff, in consultation with the Director
- To plan and conduct at least one major, public choral and orchestral concert each season
- To oversee the enhancement of high artistic standards across all MfE activities
- To establish good working relationships with MfE's artistic staff and progress their further development as professional musicians, conductors and leaders
- To support and enhance MfE's progression routes for professional, amateur and young musicians
- To draw on a wide network of professional contacts to benefit the work of MfE

## Programme of work (45 days per year - flexible)

- Working with the artistic staff, develop an artistic policy and design an exciting three-year artistic plan for MfE, taking into account strategic and marketing considerations and funding potential through consultation with the Director and Trustees
- Meet with MfE Founder, Angela Kay, to achieve a smooth handover of artistic leadership
- Take part in termly artistic team meetings and provide advice and support for artistic staff (employed and freelance) between meetings
- Visit programmed activities, rehearsals and concerts to maintain a visible presence as Artistic Director and to see and support the work of members of the artistic team
- Attend the MfE Annual General Meeting
- Attend at least one quarterly meeting of the Board of Trustees per year
- Contribute to funding applications, partnership development and collaborations
- Network with professional artistic contacts in order to enhance MfE's plans and programme
- Carry out, by agreement, any other duties consistent with the role of Artistic Director, as deemed appropriate by the Trustees

## Remuneration and Terms of Employment

A freelance fee of £8,000 per annum is offered for the above programme of 45 days work (flexible).

There will be additional fees for:

- Rehearsing and conducting choir/orchestra for a major MfE concert (preparation of rehearsal materials, 1.5 days of choir rehearsals, concert day rehearsal and performance)
- Additional artistic delivery as determined by the programme
- Any handover days arranged before 1 September 2023

The post is offered initially on a one-year renewable contract basis. The Artistic Director is accountable to the Board of Trustees and reports to the Director. The start date is 1 September 2023. Handover days before this date will be arranged.

# Person Specification

## Essential

- Commitment to MfE's artistic values and ethos
- Inspirational leadership qualities capable of attracting significant numbers of participants to MfE activities
- Passionate about the power of music to make a difference to people's lives, including in community settings
- Ability to address and engage imaginatively with evolving priorities in music-making nationally and in the community
- Significant professional experience and expertise in classical music performance
- Ability to lead and work alongside an artistic team and develop a relationship of mutual respect and creative synergy with orchestral players and soloists
- Proven track record of conducting large scale choral and instrumental works
- Strong commitment to supporting progression and development of artists
- Outstanding communication skills
- Commitment to inclusion and equal opportunities
- Networking capability, actively maintaining excellent contacts in the music profession

## Desirable

- Experience of season programming and business planning
- Experience of contracting musicians or other artists
- Experience of working in an organisation where music has been a key focus
- Experience of working with charities or community groups

## Equal Opportunities

Music for Everyone strives to be an Equal Opportunities employer. The aim of this policy is to ensure that no job applicant, employee or participant receives less favourable treatment on the grounds of racial origin, physical disability, class, gender, sexual orientation, age, political or religious belief. Individuals will be selected, promoted and treated on the basis of their relevant merits and abilities. All employees are required to comply with and actively promote this policy.



## How to Apply

Please send your CV with a covering letter saying why you are applying for the role and how you meet the person specification. We would also like you to address these specific points:

- How do MfE's artistic values align with your own artistic practice?
- What experience do you have of mentoring or developing other musicians?
- In what other ways do you meet the person specification?
- How would you envisage delivering the programme of work around your other commitments?

Please include the names and contact details of two referees plus any testimonials, press releases and feedback received about your artistic leadership/conducting.

Send to: Su Evans, General Manager, Music for Everyone, 10 Goose Gate, Hockley, Nottingham NG1 1FF or email [su@music-for-everyone.org](mailto:su@music-for-everyone.org) and reference 'MfE Artistic Director'.

The closing date for applications is **Monday 17th April 2023 at 12 noon.**

Interviews will be held over **Wednesday 17th (including evening) and Thursday 18th May** and candidates will need to attend on both days. There will be opportunities to meet staff and trustees and also visit some MfE groups in rehearsals.



Open Voices perform extracts from *Les Misérables*



Daytime Voices - Southwell



Family Singing Day



Nottingham Chamber Singers in rehearsal

# MfE Staff Team

• Board of Trustees

## Artistic

• Artistic Director  
Freelance

• Assistant Artistic  
Director and conductor of  
some regularly rehearsing choral  
groups, courses & workshops  
Part Time (28 hrs)

• Head of  
Orchestras and Ensembles and  
conductor of some  
regularly rehearsing groups,  
courses & workshops  
Part Time (28 hrs)

## Regular Freelance Staff

1 x Senior Conductor  
7 x Assistant Conductors  
1 x Principal Accompanist  
1 x Assistant Accompanist  
Orchestral Players

## Administrative

• Director  
Part Time (32 hrs)

• General Manager  
Part Time (20 hrs)

• Co-ordinator of Youth  
Music Programme,  
Finance & Marketing Officer  
Full Time (40 hrs)

• Co-ordinator of Adult Music  
Programme  
Part Time (32 hrs)

• Administrator  
Part Time (10 hrs)

## Volunteers

• Administration and  
Bookwise