

**Job description**

**The Role:** Bookbug for the Home Music and Story Mentor – Freelance role

**Accountable to:** Early Years Trainer

**Contract type:** Fixed-term freelance role for 12 months

**Number of roles:** Five mentors to be recruited

**Fees:** £2700 - based on £150 per day for approximately 18 days across a 12 month period (pro-rata for part days)

**Location:** Remote working using Zoom or Microsoft Teams

**Project dates:** May 2021 – May 2022 (approximately – full schedule of expected delivery timeframes will be discussed at interview however there will be flexibility around the scheduling of the majority of the working days across the project).

**Bookbug for the Home Music & Story Mentors**

We are recruiting five experienced mentors in the Early Years music and stories field to help support practitioners working with families with young children and babies who have been significantly impacted by the Coronavirus (COVID-19) pandemic.

**Introduction to the Bookbug programme**

The Bookbug programme is developed and managed by the Early Years team at Scottish Book Trust (SBT), a national charity changing lives through reading and writing. The Bookbug programme is delivered in partnership with organisations and Early Years professionals across every local authority in Scotland.

Funded by the Scottish Government and Creative Scotland, we deliver universal and targeted programmes to help families and carers with children under five to share books, songs and rhymes with their babies and young children.

Bookbug for the Home is a flexible approach that can be used in family support to encourage parents and carers to read, sing and rhyme. You can read more about Bookbug for the Home on our website:

<https://www.scottishbooktrust.com/reading-and-stories/bookbug/bookbug-training-courses/bookbug-for-the-home-training>

<https://www.scottishbooktrust.com/articles/bookbug-for-the-home-in-lockdown>

**The Project**

Scottish Book Trust’s Early Years team have been awarded funds from [Creative Scotland’s ‘Targeted Youth Arts Fund’](https://www.creativescotland.com/funding/funding-programmes/youth-arts-fund/targeted). This fund not only gives young people across Scotland access to high quality music and arts opportunities, it also supports and provides job opportunities to freelance musicians and youth arts practitioners during this incredibly difficult time.

This particular strand of the project will help to support vulnerable families with babies and young children who have been significantly impacted by the COVID-19 pandemic to engage with 1 to 1 music and arts activities via the Bookbug for the Home network. Thiswill involve up to five mentors, mentoring up to 100 experienced Bookbug for the Home practitioners to ensure that the families they support receive high quality arts experiences. Bookbug for the Home trained practitioners will be up-skilled and supported to adapt their 1 to 1 sessions with families to deliver their activities safely within the context of online and socially distanced models.

**Key Activities of the Role**

You will mentor up to 20 practitioners within our existing Bookbug for the Home (BBFH) network of practitioners. Through this mentoring relationship you will support practitioners to enrich and extend their existing skills and training. You will empower them to adapt to the current situation and continue to engage families remotely, online, or within restrictions by:

* Developing positive relationship with practitioners remotely
* Supporting practitioners to become confident in sharing songs, rhymes and stories in an engaging way online and in person if applicable (socially distanced)
* Helping practitioners in framing BBFH messages about the benefits of sharing songs, rhymes and stories in a way that is accessible to families
* Supporting practitioners to find their own solutions to the current challenges they face in their role
* Being creative about supporting families online, using multi-sensory activities to engage where possible
* Supporting practitioners with technical and practical difficulties of engaging families online or in a socially distanced way
* Encouraging practitioners to reflect on their sessions in a constructive and positive way and to incorporate these positives in their next sessions
* Creating a resource to share the positive outcomes of the project (e.g. video clip)
* Attending relevant training (e.g. this might include how to use active listening and a solution focused approach when mentoring)
* Complying with SBT’s project data collection/evaluation methods

**Who Are You?**

* An open and active listener with great communication skills both online and face to face
* You love building rapport and understand that this is the basis of trust in a relationship
* You share experience rather than advice and are skilled at helping others find their own solutions to problems rather than fixing them yourself
* You have knowledge and experience of child development in the Early Years and have experience working with young children and families
* You are a specialist in music and storytelling in the Early Years and are enthusiastic about sharing your knowledge
* You are passionate about the benefits that music and stories can bring to families
* Not only do you sing and share stories in an imaginative and engaging way but you know how to break this down and share the elements of what makes it engaging with others
* You work with empathy, compassion and acceptance and care about the success of others
* You are creative and use initiative but can take direction when needed
* You understand the kind of difficulties families with young children face due to COVID-19 social distancing measures and restrictions
* You have a good grasp of using online platforms to communicate one to one or in small groups

Though not essential, experience of working with English as an Additional Language, children with additional support needs or speaking another community language in addition to English, would be an asset.

**Location**

We expect the majority of this work to be carried out remotely using Zoom or Microsoft Teams with the possibility of some face-to-face meetings to be conducted at Scottish Book Trust Offices in Edinburgh, if COVID-19 restrictions allow.

**Timeline & Budget**

This is a 12 month fixed term project. Total fee of £2700.

It involves 18 days of paid work across a 12 month period (pro rata for hours worked at a rate of £150 per day).

Your time will include: induction, training, meetings, 10 days’ worth of mentoring (3 x 1 hour weekly mentoring sessions for each of the 20 BBFH practitioners), and evaluation activities.

**Equipment and travel**

Mentors will be required to have their own PC, laptop or tablet computer and a reliable WiFi connection to conduct project meetings and carry out mentoring sessions using Zoom or Microsoft Teams.

If travel is required to meet with project team members from Scottish Book Trust, reasonable costs will be covered.

**Application process**

Please apply by submitting:

**Current CV and cover letter** explaining how you would be the right person for the role

**Short video (3-5 minutes) in MP4 format** which includes an introduction, a description of one of the difficulties a family might face due to the COVID-19 pandemic and how you could use songs, rhymes or stories to help address this.

Please send via WeTransfer. Go to [wetransfer.com](https://wetransfer.com/), add your video file, click ‘get link’ and include this link in your application email.

**Application Deadline:** Friday 4th June 2021 (12pm - noon). Please note, this advert may close early if we receive a large number of applications so we would encourage you to apply as soon as possible.

**Applications should be sent to**: [recruiment@scottishbooktrust.com](mailto:recruiment@scottishbooktrust.com)

If you wish to discuss any aspects of the role in advance of submitting an application, please email [recruitment@scottishbooktrust.com](mailto:recruitment@scottishbooktrust.com) marked for the attention of Roz Coe, Early Years Trainer.