

Job Information Pack Community Music Tutor

Who We Are

We inspire disadvantaged young people through creative workshops and projects.

"Reeltime Music aims to bring about a positive change in the lives of disadvantaged young people. We do this by working in partnership to provide a range of quality services for young people and the local community in North Lanarkshire. Using the medium of the creative industries, we provide workshops, partnership projects, volunteering opportunities and recording and rehearsal services"

Our vision for young people

Where all young people share the power of creativity to change lives.

Our vision for the organisation

To be one of the leading creative youth work organisations in Scotland.

Our values

Respect

- Respecting multiple points of view
- Recognising that each of us is running our own race, and at different stages
- Showing unconditional positive regard for everyone we work with



Collaboration

- Collaborating with young people, not dictating
- Building on the strengths & interests of everyone involved
- Collaborating with partners and each other to keep young people at the centre of our work



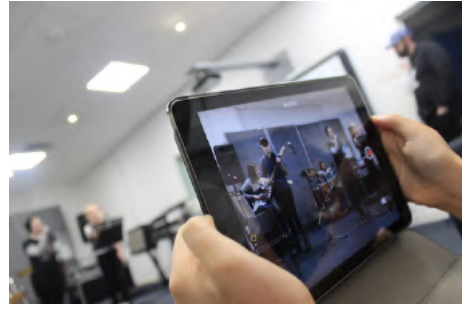
Quality

- Making things with young people that they can be proud of
- Always looking to improve; never complacent
- Delivering exceptional outcomes and results



Creativity

- Applying creativity in every area of life
- Making new things and self-expression
- The power of creativity to change lives



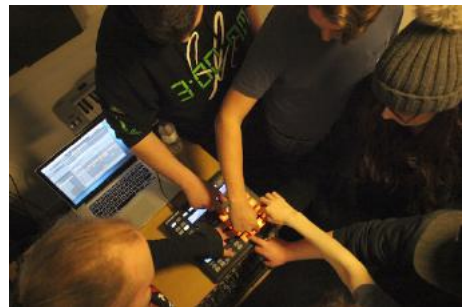
Learning

- Learning through play & self-directed projects
- Starting where young people are, not where others think they should be
- Starting with ourselves to build a culture of learning



Integrity

- Keeping our agreements
- Having the difficult conversations
- Choosing the hard right over the easy wrong



You can read more about our work on our [website](#) and in our [annual report](#).

What we are looking for

Job title:	Community Music Tutor
Salary:	£11,896.56 per annum (indicative), based on 18 hours per week.
Location:	Various locations in North Lanarkshire
Hours:	Part time, 18 hours per week. We are open to discussing a different number of hours or working pattern with the right candidate. Evening work will be required. Some weekend work may also be required, and this may increase if the role is extended beyond the initial 12-month contract.
Leave:	32 days (26 days leave plus 6 public holidays) - pro rata
Probation period:	3 months
Pension:	Auto enrolment with NEST (3% employer contribution)
Period of contract:	12 months fixed term, with possible extension subject to funding.
Start date:	By agreement
Line manager:	Senior Tutor
Management responsibilities:	Not Applicable

Purpose of the role

To build skills and confidence in young people through creative workshops.

Responsibilities	Specific duties
Prepare for workshops	1. Setup/put away equipment 2. Participate in workshop briefs/debriefs 3. Organising digital data 4. Carry out routine maintenance
Deliver workshops	1. Support groups of young people, including young people who may face additional barriers or challenges, through creative workshop activities 2. Deliver high quality workshops according to plans 3. Create a safe and comfortable environment for young people 4. Capture photo and video evidence 5. Adhere to youth work principles 6. Lead by example by demonstrating good preparation, self-management and positive, constructive feedback 7. Utilise creative music, music technology, and media approaches
Evaluation and reporting	1. Complete tutor reporting sheets for every workshop 2. Provide evidence of outcomes achieved for project evaluations
Other	1. Undertake other appropriate duties as required commensurate with the level and role of the job

Who are we looking for?

	Essential	Desirable
Education & qualifications	Formal qualifications not essential	HNC or above in a related subject area (Music Technology, Music, Youth Work etc)
	Can play and teach at least two popular musical instruments to a proficient level	Can play and teach more than two popular musical instruments to a proficient level. Proficient in music technology
	Excellent social & presentation skills in a variety of settings (small & large groups etc) Able to travel to and from various locations in North Lanarkshire	Full driving licence and access to a car

Critical personal attributes

Caring	• Excellent listener & communicator • Approachable • Empowers others
Conscientious	• Excellent planning and organising skills • Excellent self-organisation & prioritisation skills • Has good attention to detail
Creative	• Can draw together multiple development threads in efficient & effective ways • Strong belief in the power of the arts to change lives
Committed	• Driven to get results in service of the mission & vision • Has a can-do attitude and approach to achieve project goals

How To Apply

To apply for this role:

1. Prepare your CV.
2. Write a short supporting statement, no more than 600 words, telling us:
 - Why you are interested in the role
 - What musical or creative skills you could bring
 - Any experience you have working with young people, groups, workshops, volunteering, tutoring or community projects
 - Anything else you would like us to know
3. Email your CV and supporting statement to: recruitment@reeltimeusic.net

Please apply by the closing date shown on the Reeltime Music jobs page:
www.reeltimeusic.net/jobs

We cannot accept applications received after the closing date.

If you need this information in another format, or if there is anything we can reasonably do to make the application or interview process more accessible for you, please contact recruitment@reeltimeusic.net.