



## Learning & Participation Manager

Dunedin Consort is one of the UK's leading ensembles specialising in historically informed performance, widely recognised for its world-class performance standards and its imaginative approach to concerts and recordings.

We are looking to recruit a highly motivated, creative and enthusiastic individual to join Dunedin Consort as its Learning & Participation Manager on a **part-time basis (2.5 days per week)**.

This is a new role, whose creation reflects the expansion of Dunedin's learning programme in recent years. Reporting directly to the Chief Executive, the Learning & Participation Manager would be responsible for a diverse range of activity across the breadth of the organisation's output. It offers the opportunity both to consolidate partnerships with existing stakeholders and to forge new ones, exploring new ways in which Dunedin can extend access to its work across a diverse set of audiences. The successful candidate would be responsible for increasing engagement with Dunedin's output in the broadest terms, from schools and education settings, to young musicians, amateur music-makers and the wider general public. As such, it offers a chance to make a real difference to the impact of Dunedin's work both at home and abroad.

### **Application process:**

Please send a copy of your C.V. to Jo Buckley, Chief Executive, at [jo@dunedin-consort.org.uk](mailto:jo@dunedin-consort.org.uk), along with a covering letter explaining why you would like to work with Dunedin Consort and how you believe your skills fit the requirements of the role. Please aim for your CV to be no longer than two pages.

Pre-application conversations are welcomed. If you would like to discuss the role or the company in advance of applying, please contact Jo Buckley at [jo@dunedin-consort.org.uk](mailto:jo@dunedin-consort.org.uk).

If you have any disability that prevents you from following the application process as described, please contact the office on 0131 516 3718.

**Deadline for applications:** Friday 21st June 2019, 5pm

**Interviews:** week beginning 24<sup>th</sup> June 2019

**Start date:** As soon as possible

**Salary:** £28,000 Pro Rata (0.5 FTE)

# Introducing the Dunedin Consort

## Mission statement

To move, engage, challenge and delight our audiences through our music with performances, recordings and educational activities, both in Scotland and beyond.

## Vision

To be recognised as one of the leading ensembles in period performance, admired for our particularly lively engagement with historical discovery and spontaneous music making, creative programming, and the infectious commitment of our international musicians, audiences and supporters.

*'There can't be many better ways of ringing in 2019 than with the Dunedin Consort performing Bach. Their New Year's Eve concert, under musical director John Butt, was an evening of reflection and joy... Wonderful, every second of it.'*  
(Guardian)

*'Notwithstanding the distinguished Brandenburg discography, this set is nothing short of sensational.'*  
(Gramophone)

*'There's a real energy, with tremendous climaxes that belie the scale of the forces involved.'*  
(Guardian, on Mozart Requiem)

*'Melodic ideas are beautifully punctuated and phrased, vibrato is used strictly ornamentally, and tempos strike my sensibilities as pretty well ideal... It is the sixth concerto, though, that has stolen my heart with its ravishing viola playing, intimately expressive second movement and lightly, crisply bowed finale.'*  
(BBC Music Magazine)

*'The orchestral playing was uniformly magnificent. The sound was warm, energetic and full of character, and there were gorgeous solo turns from violinists Cecilia Bernardini and Huw Daniel...'*  
(Guardian, on Glasgow Matthew Passion performance)

Dunedin Consort is Scotland's leading baroque ensemble with an enviable reputation both in the UK and internationally. It has performed at many of the UK's most prestigious venues and festivals, including the Edinburgh International Festival and BBC Proms.

Dunedin Consort enjoys generous support from trusts and individuals and has secured 3-year Regular Funding from Creative Scotland for the period 2018-2021.

Recordings form an important part of our output and have received widespread critical acclaim, winning major awards (Two Gramophone Awards – Handel's *Messiah* and Mozart *Requiem*, and a Grammy Nomination – Mozart *Requiem*) which, in turn, have fuelled our international reputation.

The number of performances in Scotland has increased significantly over the last 2 years and now includes regular visits to Glasgow, Edinburgh, Perth, East Lothian and Aberdeen (amongst others). Our increased artistic profile has also translated into regular performances abroad — notably in France and Germany, but also in Poland, Spain and Norway — and regular sell-out concerts at London's Wigmore Hall.

Our learning and participation work has focused in recent years on schools that score highly in the Scottish Index of Multiple Deprivation, reaching more than 750 pupils in 2018 alone. This season the group also announced a series of additional initiatives aimed at supporting the next generation of professional musicians (Bridging the Gap), as well as the general public (Voice Clinic).

Dunedin Consort is led by John Butt (Music Director). Since 2003, his musical ideas and research have not only shaped our work but have also influenced how many other musicians present theirs. He is particularly respected for his research into the music of the JS Bach. He is Gardiner professor of music at Glasgow University, has written several books for Cambridge University Press and in 2013 was awarded the OBE for his services to music in Scotland.

# Job Description

Key Result Areas	Key Tasks	% of time
Planning, Strategy and Administration	<ul style="list-style-type: none"> <li>• Overseeing the creation and implementation of a long-term learning and participation strategy for Dunedin Consort, including the expansion of its current programme of activity</li> <li>• Exploring and developing partnerships with other organisations around access, engagement and participation</li> <li>• Working with the Development Manager to identify new funding opportunities for Dunedin’s learning programme</li> <li>• Liaising with funding partners to identify and consolidate the aims and outputs for Dunedin’s education projects</li> <li>• Reporting to funders and other key stakeholders</li> <li>• Attendance at concerts, industry conferences and events as required</li> </ul>	40%
Project Delivery	<ul style="list-style-type: none"> <li>• Liaising with schools to coordinate Dunedin’s annual programme of schools workshops</li> <li>• Overseeing the delivery of Dunedin’s annual Children’s Messiah in Edinburgh and Glasgow</li> <li>• Overseeing the recruitment and implementation of Bridging the Gap, Dunedin’s mentoring programme for young musicians</li> <li>• Coordinating and advertising Dunedin’s one-on-one Voice Clinic sessions for amateur singers</li> <li>• Arranging an annual series of choral workshops for amateur singers in Scotland</li> <li>• Coordinating access to open rehearsals throughout the season</li> <li>• Booking and liaising with the musicians who deliver Dunedin’s education work, and acting as the primary point of contact for matters including travel, schedules and expenses</li> <li>• Arranging training sessions as necessary</li> <li>• Preparing and circulating schedules to musicians and education partners</li> <li>• Keeping up-to-date records and files of projects and logistical arrangements</li> <li>• Tracking expenditure and managing post-project invoicing</li> </ul>	50%
General	<ul style="list-style-type: none"> <li>• Attend concerts and events, coordinate supporter receptions</li> </ul>	10%

# Person Specification

Essential personal criteria	<ul style="list-style-type: none"><li>• Passion for music and advocate for the longevity and development of culture and the arts</li><li>• Highly organised, self-motivated and enthusiastic about Dunedin Consort and its place within the classical music industry</li></ul>
Essential skills and abilities	<ul style="list-style-type: none"><li>• Excellent communication skills (oral and written), including presentation skills</li><li>• Excellent and demonstrable writing skills</li><li>• IT-literate with good numeracy skills and experience of managing budgets (Microsoft Word, Excel, databases)</li><li>• Ability to work under pressure and to prioritise</li><li>• Ability to build positive and constructive relationships with internal and external contacts</li><li>• Ability to work to budget and targets</li><li>• Ability to work both independently and in collaboration with other members of the Dunedin Consort team</li></ul>
Essential experience	<ul style="list-style-type: none"><li>• At least 2 years' experience working in the arts, preferably with experience working in a creative learning or development role</li><li>• First-hand knowledge of the classical music industry</li><li>• Proven experience of project management in an arts setting</li><li>• Organised, highly-motivated individual with an eye for detail</li><li>• Good communicator who works well with others</li><li>• Excellent and demonstrable writing skills</li><li>• Demonstrable experience of managing a varied workload and achieving objectives</li></ul>
Desirable	<ul style="list-style-type: none"><li>• Music qualification or performance experience an advantage</li><li>• Understanding of historically informed performance practice</li><li>• Full driving licence</li></ul>
Special conditions	Applicants must be able to regularly attend concerts and events within Edinburgh and occasionally across the UK outside of normal working hours as required by the company's performance schedule. Time off in lieu will be at the discretion of the CEO.