



Call to tender Doing Music Justice - Lead Trainer

Doing Music Justice is a workforce development programme for the West Midlands, giving intensive training and shadowing opportunities for experienced music leaders to work in youth justice settings in the West Midlands.

MusicLeader West Midlands invites applications from individuals with prior experience of working with music leaders in youth justice settings to act as Lead Trainer for this programme.

Applications should respond directly to the tender brief below and should be sent to Jackie Adams, Interim Director, MusicLeader West Midlands by email to:

Email: west-midlands@musicleader.net

To be received no later than Friday 9th May 2008 at 5.00pm.

Please direct any queries to:

**Jackie Adams
Interim Director
MusicLeader West Midlands**

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For further information on MusicLeader:

www.musicleader.net

The Project

One of the most ambitious programmes of its kind, Doing Music Justice is a professional development programme providing intensive training and shadowing opportunities for experienced music leaders to work in youth justice settings in the West Midlands. The programme is funded by Arts Council England West Midlands and MusicLeader and further partnership funding is being sought. The programme budget is currently £33k.

Aim & Objectives

- To equip up to 14 music leaders in the West Midlands to deliver effective music activities with young people in youth justice and young offender settings, such as Young Offender Institutions, Pupil Referral Units and with Youth Offending Teams
- To provide guidance on working with and within the youth and criminal justice system
- To provide guidance on working with young people with challenging behaviour
- To run a training programme which includes opportunities for intensive paid shadowing work alongside experienced artists and delivery organisations
- To signpost participants to potential employers and employment opportunities in the sector
- To bring together MusicLeader West Midlands, youth justice settings and delivery organisations in a unique and significant collaboration

Who is the programme for?

For music leaders (anyone leading music activities with young people) living or working (or intending to work) in the West Midlands, who:-

- Are already experienced music leaders
- Have a high level of musical/instrumental skill
- Are enthusiastic about taking part in this programme and collaborating with settings and delivery organisations
- Are enthusiastic about music making with young people, and committed to improving music activities within the youth and criminal justice sector

For professionals already working in the youth justice sector, who:-

- Are already experienced in workshop practice
- Are currently involved in music or arts activities in youth and criminal justice settings
- Have a reasonable level of musical/instrumental skill
- Are enthusiastic about taking part in this programme and collaborating with musicians
- Are enthusiastic about music making with young people, and improving music activities within the youth and criminal justice sector

Timeframe

Programme activity will start in September 2008 and run to the end of March 2009. Planning activity needs to commence from May 2008.

Tender Brief

Aims

- To act as Lead Trainer for the design and delivery of the programme
- To work closely with MusicLeader, the Youth Music Action Zones and partners to deliver the programme in key areas in the region

Reporting and management structure

- Appointment of the successful applicant will be made on the basis of the tender application. The decision will be taken by the Interim Director, MusicLeader West Midlands in consultation with the Chair of the Management Group
- The individual successful in securing this work will be contracted by MusicLeader on a freelance basis. Those involved in the project will need to produce an Enhanced CRB Disclosure confirming their suitability to work with children and young people prior to signing of contracts. Line management of the project will be undertaken by MusicLeader.

Preparation

An initial meeting will be held in order to agree terms of reference and how the work will be undertaken. This will form the basis of the agreement between MusicLeader and the individual securing the work.

Programme activity will commence in September and run through to the end of March 2009. The Lead Trainer will be required to undertake planning for the programme from May 2008 onwards.

Timescale for tender application

- Deadline for tender applications to be received: Friday 9th May 2008 at 5.00pm
- Appointment of successful applicant w/c Monday 12th May 2008

Fee

The fee for this work is up to £8,000 (including expenses and VAT, if applicable)

Skills and experience required

Essential

- The ability to interpret and apply the brief
- The ability to communicate well with a wide range of people, particularly children and young people from diverse backgrounds
- Experience of designing and delivering training programmes and providing one to one advice and guidance
- Experience of working in youth justice settings and / or Pupil Referral Units.

Desirable

- A music background

- Knowledge of the Plus Arts Enrichment packs, produced by Arts Council England and Youth Justice Board
- Undertaken Youth Justice Board Effective Practice Unit Award, or similar qualification
- An understanding of the creative and cultural sector within the West Midlands

Submissions

Submissions should be a maximum of 4 sides of A4 plus CV and referees and should include:

- An outline of the approach you would take to the brief
- Explanation of how your expertise and past experience meets the skills requirements detailed above
- A draft breakdown of the fee (day rate, expenses etc)
- Your CV
- Names and contact details of two referees