



Music Generation
Fingal
Fhine Gall

Comhairle Contae
Fhine Gall
Fingal County
Council



ddletb
Bord Oideachais agus Oiliúnaí: Dublin and Dún Laoghaire
Atha Cliath agus Oifín: Leathaire Education and Training Board

Music Generation Fingal Development Officer

PERSON SPECIFICATION

Dublin and Dún Laoghaire Education and Training Board, as Lead Partner for Fingal Local Music Education Partnership, seeks to employ a Music Generation Development Officer to implement its plans for the provision of performance music education programmes, with the aim of developing a new generation of musical youth in Fingal which reflects the diverse cultural makeup of the county.

This position requires an individual with significant experience of achieving and delivering results in music education development (and/or music education or a relevant artistic field) in combination with significant youth work experience and expertise in working with children and young people experiencing disadvantage in urban and rural settings.

The ideal candidate will have a combination of initiative, rigour, excellent interpersonal, negotiating and leadership skills, and a passion for the transformative role of performance music education in the lives of young people.

The successful candidate will have a breadth of understanding of a contemporary approach to the diversity of forms of performance music education¹ across a range of ages, genres of music and contexts, and will possess the skills, knowledge and project management experience to design and develop diverse programmes that respond to the specific needs of young people in disadvantaged communities.

There is the potential, subject to qualifications and experience, and the needs of the role, for the Music Generation Development Officer to be involved in the delivery of some programmes; however, this is not mandatory.

The role of Music Generation Development Officer offers a unique opportunity for someone dynamic to join Dublin & Dún Laoghaire ETB at a time of exciting change in the music education landscape in Ireland.

¹ Music Generation focuses on the provision of performance music education – that is, the breadth of vocal and instrumental learning in all genres and styles of music. This includes all pedagogical approaches and practices appropriate to particular musical cultures and traditions and is delivered by professional musician educators. Recognised by the Department of Education and Skills as non-mainstream music education, performance music education complements and enriches – but does not replace – the mainstream music curriculum provision of the formal education system. Music Generation Strategic Plan, 2016 - 2021

ESSENTIAL CRITERIA

To qualify for appointment candidates must have:

- A proven track record of at least three years' experience in music development, music education management, or another relevant artistic field
- Extensive experience in delivering programmes with disadvantaged young people in a range of settings
- Experience of leading and developing musician/artistic educational and administrative teams • Management experience in project planning and delivery and/or developmental initiatives
- Full current Driving Licence with access to own transport.

DESIRABLE CRITERIA Candidates should have:

- A professional qualification in music or music education and/or a relevant Level 7 qualification (e.g. music degree, arts management, business management, etc.)
- An excellent understanding of performance music education, music, arts and education policies and the local music/music education sector
- An excellent knowledge of the youth work sector and associated policies
- A track record of playing a key role in actively developing and sustaining strategic partnerships. An understanding of or experience in working in a large public sector organisation would be an advantage
- Management and administration experience, including strong financial and budget management • Experience of preparing reports, statistical information, and meeting other reporting requirements
- Excellent communication skills, including written, verbal, and digital.

CORE COMPETENCIES REQUIRED:

Leadership, Initiative and Managing Teams

- Possess excellent leadership capability with the capacity to champion, energise, motivate and manage teams, deliver successful results and make things happen
- Have a track record in delivering successful results in an arts-related field
- Understand that the delivery of high-quality performance music education is the core business of Music Generation Fingal and demonstrate the willingness and ability to lead and manage individuals and teams to achieve this

Drive, Commitment and Delivery of Results

- Be a highly motivated and diligent individual, with a passion for and commitment to music education
- Demonstrate the ability to use, and to manage others in using, a range of resources, supports and processes to ensure the effective and efficient running of the Music Generation Fingal programme

Leading Effective Partnerships and Networks

- Demonstrate the capacity to foster positive strategic relationships, communicate effectively and create synergies with a variety of stakeholders
- Be a strategic thinker with a high level of proficiency in planning and organisation and a natural capacity to manage a busy and varied role

Managing and Developing Initiatives and Programmes

- Demonstrate the skills to take on and respond to a broad and long-term view of the development needs of the Music Generation Fingal programme
- Have an entrepreneurial mind-set, with strong financial experience and an aptitude for the challenges of achieving success
- Have a knowledge of developing practice in music education nationally and internationally, and a strong breadth of experience and understanding of performance music education across a range of ages, genres of music and contexts

Self-Awareness / Self-Management

- Have a high level of motivation and passion for this job, a strong understanding of the role, and a clear and convincing rationale for seeking the position
- Be a reflective thinker, consistently review own performance and set self-challenging goals and targets.

JOB DESCRIPTION

About Music Generation Fingal

Music Generation Fingal is a new performance music education programme in Fingal providing access to performance music education programmes with a specific focus on engaging with children and young people experiencing disadvantage in Fingal.

Initiated by Music Network, Music Generation is co-funded by U2, The Ireland Funds, the Department of Education and Local Music Education Partnerships (LMEPs). Locally, Music Generation Fingal is supported and funded by Dublin & Dun Laoghaire ETB and Fingal County Council.

Duties

The Music Generation Development Officer has overall responsibility for delivering the Music Generation Fingal programme. Duties shall include, but are not limited to:

Programme Development

- Drive the artistic and developmental vision of Music Generation Fingal and ensure that it is focused on delivering high-quality relevant and meaningful experiences and outcomes for young people
- Generate participation among children/young people
- Based on the Framework plan developed by Fingal Local Music Education Partnership, devise and deliver annual plans for Music Generation Fingal.

Leading and Managing a team of Musician Educators

- Participate in the engagement and recruitment of the Music Generation Fingal team of musician educators
- Lead, motivate and line manage musician educators in the design, development and delivery of a range of performance music education programmes of high artistic and educational standards in response to specific local need in areas of disadvantage
- Plan and manage, on an ongoing basis, a range of professional development and training supports for these musician educators which supports and cultivates a community of learning.

Leading and Managing Administration Support

- Participate in the recruitment of an Administrator and line manage this role
- Establish and oversee effective data management systems such as student records, musician educator records, attendance, purchasing and spending procedures and timetables.

Strategic Partnership Development

- Build and develop strategic partnerships and close working relationships with a network of stakeholder agencies, youth and urban development organisations, groups and individuals within the public, private, community and voluntary sectors.

Public Awareness

- Raise public awareness about Music Generation Fingal through a variety of channels and media.

Finance and Compliance

- Overall responsibility for budget management, including procurement
- Identify and access additional sources of locally generated matched funding
- Financial and compliance reporting to DDLETB and the Music Generation National Development Office
- Asset management
- Ensure compliance with Child Protection regulations, including Garda Vetting.

Monitoring, Evaluation and Reporting

- Work closely with and report on a regular basis to Fingal LMEP and/or key local stakeholders
- Monitor and evaluate progress and development on a continuous basis and ensure standards as set by Fingal Local Music Education Partnership and the Music Generation National Development Office are being reached
- Compile indicators and complete progress reports for Fingal LMEP and/or key local stakeholders and the Music Generation National Development Office.

Participation in the National Programme of Music Generation

- Work with the Music Generation National Development Office in establishing and developing Music Generation Fingal
- Actively participate in the professional learning network for Music Generation Development Officers nationally
- Work with Music Generation National Development Office on public awareness and advocacy initiatives.

Other Duties

- Undertake other duties at the direction of DDLETB, as required, to ensure the success of Music Generation Fingal programmes. Duties and responsibilities may evolve or change from time to time in accordance with the needs of the organisation.

Garda Vetting

- Garda Vetting will be sought in accordance with the National Vetting Bureau Act, 2016 and there being no disclosure of convictions which DDLETB considers would render the candidate unsuitable to work with children/vulnerable adults. This process will commence prior to appointment.

Driving Licence

- Candidates must hold a full current driving licence with access to own transportation.

Music Generation Development Officer Job Description

Terms & Conditions of Employment

Tenure

- Five Year Fixed-Term contract commencing from date of appointment.

Hours of Work

- Attendance will be 37 hours per week, required during normal ETB office hours and at such other times as are necessary for the delivery of the Music Generation Fingal.

Location

The role of Music Generation Fingal Development Officer will be primarily based in DDLETB Administrative Head Office, 1 Tuansgate, Belgard Square East, Tallaght, Dublin 24.

Salary

- The salary range attaching to the Music Generation Development Officer post is €48,541 – €59,320 per annum.
- Rate of remuneration may be adjusted from time to time in line with Government pay policy.

Annual Leave

- 27 days per annum.

Recruitment

- Selection shall be by means of a competition based on an interview conducted by or on behalf of DDLETB. Recruitment to posts within DDLETB is on the basis of merit as assessed at interview and supported by references.
- A shortlisting process may be undertaken to identify candidates who most closely meet the criteria for the post.
- The first interview may reduce the initial short list and remaining candidates may be invited for a subsequent interview.
- Candidates invited for a second interview may be required to give a verbal presentation outlining their approach to the role of Music Generation Development Officer and their ideas regarding the development of Music Generation Fingal. If a presentation is required, this will be communicated to all applicants prior to their interview.

EXCLUSIONS

Candidates should note that persons who have taken part in public service early retirement schemes are not eligible to take part in this competition. If you retired under one of the schemes, you should contact your pension provider and ensure that you are eligible to work in the public sector. Please note that you are required to inform them due to pension abatement rules.

Citizenship Requirements

Candidates should note that eligibility to compete for posts is open to citizens of the European Economic Area (EEA) or to non-EEA nationals with a valid work permit. The EEA consists of the Member States of the European Union along with Iceland, Lichtenstein and Norway. Swiss citizens under EU agreement may also apply.

Pension Abatement

If the appointee has previously been employed in the Civil or Public Service and is in receipt of a pension from the Civil or Public Service or where a Civil/Public Service pension comes into payment during his/her re-employment that pension **will be subject to abatement** in accordance with Section 52 of the Public Service Pensions (Single Scheme and Other Provisions) Act 2012. **Please note: In applying for this position you are acknowledging that you understand that the abatement provisions, where relevant, will apply. It is not envisaged that the employing Department/Office will support an application for an abatement waiver in respect of appointments to this position.**

However, if the appointee was previously employed in the Civil or Public Service and awarded a pension under voluntary early retirement arrangements (other than the Incentivised Scheme of Early Retirement (ISER), the Department of Health Circular 7/2010 VER/VRS or the Department of Environment, Community & Local Government Circular letter LG(P) 06/2013, any of which renders a person ineligible for the competition) the entitlement to that pension will cease with effect from the date of reappointment. Special arrangements may, however, be made for the reckoning of previous service given by the appointee for the purpose of any future superannuation award for which the appointee may be eligible.

III-Health-Retirement

Please note that where an individual has retired from a Civil/Public Service body on the grounds of illhealth his/her pension from that employment may be subject to review in accordance with the rules of ill-health retirement within the pension scheme of that employment.