

Donegal Music Education Partnership

Position: Music Development Manager (Acting)

Donegal Music Education Partnership was one of two national Local Music Education Service Partnerships piloted in a joint initiative between Music Network and the Department of Education in 2005, which led to the formation of in 2010 of Music Generation, Ireland's National Music Education Programme, initiated by Music Network and co-funded by U2, The Ireland Funds and the Department of Education and Skills.

Since its formation, DMEP has gone from strength to strength. It provides quality, after-school, instrumental and vocal tuition on a wide range of instruments in numerous centres across the county, largely held in Donegal ETB's network of schools, colleges and centres. Genres taught include classical, traditional, jazz and contemporary/rock music.

Donegal ETB, on behalf of DMEP, now seeks to employ an Acting Music Development Manager to manage its extensive music education programme that provides instrumental and vocal tuition for children and young people in the Donegal area. The successful candidate should have a breadth of experience and understanding of performance music education across a range of ages, genres of music and contexts, from pre-school age to young adults in formal and informal settings. This is a Specified Purpose contract covering a career break.

Qualifications for Post

- A relevant third level qualification or approved equivalent and preferably at least 3 years work experience in a relevant position.
- Candidates without the required third level qualification may also be considered, if they have a minimum of 5 years wholetime experience working in an associated setting.
- A postgraduate qualification in arts administration is desirable.
- An ability to communicate through Irish is also desirable

Experience and Requirements

- Previous experience in arts administration preferable in the area of music education and/or music development.
- Working experience of music and arts education policies.
- A successful track record of initiating, managing and developing arts projects.
- Experience in organising Continued Professional Development for Music Professionals is desirable.

- Demonstrate a good working knowledge of issues relating to the development of a music service.
- Demonstrate an enthusiasm for the development of music education.
- Demonstrate the ability to manage, direct, lead, coordinate, supervise and support a team in providing and supporting the Local Music Education Service Project.
- Must have a working knowledge of budgeting and account management
- Ability to prepare funding applications that will meet the funding criteria in any given year
- A knowledge of Government policy as it relates to education and particularly music education
- Satisfactory knowledge of the powers, duties and functions of Donegal ETB

Person Profile

- Highly motivated individual, with a passion and vision for music education.
- Demonstrates exemplary leadership capacity to champion, energise, motivate and deliver successful results.
- Excellent interpersonal skills with an excellent capacity to build and sustain strong working relationships with a range of groups, individuals, and organisations from a variety of sectors.
- Has the ability to establish, develop and sustain a range of partnerships.
- Demonstrates flexibility in their approach to work.
- Has the ability to manage and motivate staff.
- Has excellent communication skills, preferably with competence in Irish also.
- Has the ability to exercise judgement and to use initiative appropriately.
- Car owner / access to car, with full, clean driving licence.

Role Description

Working with the members of Donegal Music Education Partnership:-

Management & Co-ordination

- Manage and co-ordinate the delivery of the DMEP's extensive music education programme to include:
 - a) Budget management.
 - b) Staff management.
 - c) Programme management.
 - d) Marketing / PR management.
 - e) Responsibility for Evaluation and Quality Assurance.
 - f) Administration.

Partnership

- Has the ability to network, build and develop partnerships with agencies, organisations, groups and individuals within the public, private, community and voluntary sectors.
- Access additional sources of funding where appropriate.

Project Development

- Develop the breadth and scope of DMEP's programmes in response to local needs.
- Establish programming links with education / arts / music / music education organisations locally, regionally and nationally.
- Develop and maintain on going evaluation and quality assurance.
- Work with instrumental and vocal tutors in the design and development of programming and in promoting further professional development of tuition staff.
- Participate in the Music Generation National Network.

Donegal Music Education Partnership

- Report on a regular basis to the Chief Executive of Donegal ETB or his/her delegated officer (ie Education Officer or Adult Education Officer) and provide regular updates to the DMEP Advisory Committee.
- Convene meetings, prepare agendas, write and circulate minutes and prepare reports.

Additional Information

- Weekly Working Hours = 37 Hours
- Annual Leave = 30 Days
- Salary : €41,474 - €59,390 depending on experience

Full details about Donegal Music Education Partnership are available on www.dmep.ie .

Applicants invited for interview will be required to give a ten-minute presentation outlining their approach to the role of Music Development Manager

Applicants are advised that interviews are provisionally scheduled to take place week commencing the **12th October, 2015**.

Application is by application form together with a focused covering letter in response to the brief for the position of Music Development Manager.

Application forms and further details of the post are available on **www.donegaletb.ie**

The closing date for receipt of applications is **12:00 noon on Friday, 9th October, 2015** which should be submitted to Ms. Linda Harley, Human Resources Division, Donegal ETB, ETB Offices, Ard O'Donnell, Letterkenny, Co. Donegal.