

London Philharmonic Orchestra

Education and Community Director Recruitment Pack

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London Philharmonic Orchestra

About the London Philharmonic Orchestra

One of the finest orchestras on the international stage, the London Philharmonic Orchestra balances a long and distinguished history with its reputation as one of the UK's most forward-looking ensembles. The Orchestra is resident at the Southbank Centre's Royal Festival Hall, which it combines with its role as Resident Symphony Orchestra at Glyndebourne Festival Opera each summer. Outside London, the Orchestra has flourishing residencies in Brighton, Eastbourne and at Saffron Hall in Essex, and performs regularly around the UK. The Orchestra also tours internationally, performing to sell-out audiences worldwide at the world's leading concert halls.

The Orchestra was founded by Sir Thomas Beecham in 1932. It has since been headed by many of the world's greatest conductors including Sir Adrian Boult, Bernard Haitink, Sir Georg Solti, Klaus Tennstedt and Kurt Masur. Vladimir Jurowski is the Orchestra's current Principal Conductor and Artistic Advisor, enjoying a flourishing tenure since 2007. He will continue this successful partnership with the Orchestra as Conductor Emeritus when Edward Gardner takes up the position of Principal Conductor in September 2021.

The London Philharmonic Orchestra recently celebrated the 30th anniversary of its Education and Community department, whose work over three decades has introduced so many people of all ages to orchestral music and created opportunities for people of all backgrounds to fulfil their creative potential. Our dynamic and wide-ranging programme provides first musical experiences for children and families; offers creative projects and professional development opportunities for schools and teachers; inspires talented teenage instrumentalists to progress their skills; and develops the next generation of professional musicians.

The Orchestra's work at the forefront of digital technology has enabled it to reach millions of people worldwide: all its recordings are available to download and stream and, as well as a YouTube channel and podcast series, the Orchestra has a lively and growing presence on social media. It places a strong value on Equity, Diversity and Belonging, and during the pandemic period the LPO has further developed its relationship with a broad range of UK and international audiences through its 'LPO Online' digital content: over 100 videos of performances, insights, and introductions to playlists, which have so far collectively received over 3 million views worldwide and led to the LPO being named runner-up in the Digital Classical Music Awards 2020.



About the role

Job title	Education and Community Director
Reports to	Chief Executive
Works with	Artistic Director, other Heads of Department, LPO Musicians
Direct Reports	Education & Community Manager, Education & Community Project Manager, Education & Community Project Co-ordinator
Location	London Philharmonic Orchestra, 89 Albert Embankment, London, SE1 7TP, and at projects and concerts as required. There is flexibility around an element of remote working.
Hours	This is a full time post
Salary	Commensurate with experience

Overall responsibilities

This senior management post holder will be responsible for the development and delivery of the Orchestra's Education and Community work. Along with the Chief Executive and Artistic Director, the role will develop a clear long-term strategy for the department and be able to communicate this to the Orchestra, its education partners and its funders.

The Director will maintain networks with key sector organisations and provide an active knowledge and application of relevant national, regional and local government policy initiatives. They will be responsible for representing the team and its work at senior management meetings, to the orchestral membership, its education partners and its funders.

The ideal candidate will have a passion for sharing orchestral repertoire as widely as possible and a demonstrable commitment to working inclusively with a range of participant groups. The ideal candidate will have good knowledge of the needs of developing musicians - from school-age to post-conservatoire – and experience of working with and supporting professional instrumentalists and facilitators. They will have strong experience of overseeing the delivery of a fast-paced and high-quality programme of work, with the support of committed colleagues and managing a dedicated team.



Main tasks

- Maintain an active overview of the Orchestra's Education and Community work to ensure that programme activity is delivered on time and to the highest standards of good practice. Responsible for ensuring effective systems are in place for monitoring, evaluating and sharing the work of the Education team.
- Maintain individual and organisational partnerships at strategic level, and support team members to develop and sustain partnerships and artist relationships within project delivery. Identify new partnerships.
- Work with the Chief Executive and Artistic Director to identify and implement an Education and Community strategy that complements the Orchestra's planning over the next few years, and further to effectively communicate this strategy internally and externally
- Provide overall direction and support for planning and delivery of the Education and Community programme including the design and planning of individual programme activity sessions, and taking part/leading aspects of the work where appropriate.
- Oversee departmental liaison with LPO members and the wider player community, liaising with the Orchestra's President and Player Directors over relevant areas of strategy or policy where required.
- Lead on liaison with external concert artists (for mainstage of pre-concert performances), work with the LPO Artistic Director over any necessary changes to artists or repertoire within the role period.
- Ensure that projects are delivered in accordance with the highest standards of Health and Safety and in line with the LPO's Safeguarding Policy, countersigning risk assessments.
- Responsible for creating any new budgets and negotiating any new artist fees.
- Responsible for monitoring and reconciling Education and Community Department project budgets, providing regular updates to the Finance Director and Development colleagues.
- Work closely with the LPO Development department to ensure colleagues have project overviews/aims and material required for funding applications, evaluation and other material for funding reports.
- Maintain and oversee systems within the Education team to ensure information is regularly updated.
- Contribute to wider conversations around funding routes and opportunities and support relationships with funders directly, as required.
- Work with a range of colleagues to ensure there is a strong public brand for the LPO's Education and Community programme.
- Oversee overall communication between the Education team and the LPO Marketing department, and ensure deadlines for programming, copy, press/communication are met by the team.
- Oversee Education & Community contributions to orchestral schedules and ensure activity is reflected accurately within the OPAS diary system, ensuring regular communication with Concerts colleagues including On the Road staff.



Overall

- Work closely with the Chief Executive and Artistic Director to deepen the links between the artistic programme and the education programme.
- Stay abreast of the current discourse around Diversity and Inclusion across the sector, and promote an inclusive ethos within the Education & Community programme and more widely within the organisation.
- Maintain a contextual knowledge of, and active communications within, the music education and community fields and current national, regional and local government policy initiatives relevant to the work of the Education and Community department.
- Line management of 3 full time members of staff, liaising on matters of staffing, contracts, scheduling, health and safety, equal opportunities and safeguarding with appropriate senior management.
- Work as part of the Orchestra's senior management team.
- Any other duties as defined by the Chief Executive.



Person specification

Essential

- At least five years' experience within the music/community music sector
- Proven track record of delivering exceptional education projects involving a range of participants and professional musicians
- Demonstrable experience in successful strategic planning and implementation in an arts education environment
- Demonstrable understanding of issues around diversity and inclusion practices as they relate to the performing arts
- A proven ability to deliver new/optimize existing partnerships
- An experienced and effective Manager able to motivate and structure a high performing team
- Experience of working with a Development team to support successful funding applications and contribute to evaluation reports with clear outcomes and measurable impacts.
- Experience of financial management
- Knowledge of best practice in Health and Safety, particularly in relation to projects involving young people and vulnerable adults. Experience overseeing risk assessments.
- Knowledge of artist development pathways, particularly for instrumentalists and composers in the Western classical tradition.
- Ability to 'speak the language' of a wide range of participants, practitioners and contacts – musicians and other artists, educators, community workers, funders etc.
- High level interpersonal and communication skills, both oral and written
- Internet and new media literate

Desirable

- Practical understanding of the workings of a large symphonic ensemble and staging large-scale public-facing performances
- Knowledge of music curriculum in schools and the current issues faced by teachers and Music Education Hubs
- Experience working on the ground in disability settings
- Experience of writing public-facing copy for a range of media



Working at the London Philharmonic Orchestra

The London Philharmonic Orchestra prides itself on being a supportive, inclusive and enjoyable place to work. We offer a range of company benefits aimed at promoting wellbeing, goodwill and an engaged workforce.

- 20 days of annual leave per annum pro rata, rising by one day for each full year of service (September–August) to a maximum of 25 days
- After three months in the position, access to a 6% contributory pension scheme
- Two complimentary tickets for all of the LPO's Royal Festival Hall own-promoted concerts
- A total of four seats each summer for Final Dress Rehearsals at Glyndebourne Festival Opera
- 40% discount on food and drink purchased at Company of Cooks venues within the Southbank Centre (excluding alcohol)
- Various discounts at other food/drink and retail outlets across the Southbank Centre site
- Discounted access to various galleries and museums across London through the Southbank Centre's reciprocal scheme
- Season ticket scheme providing loans for annual travel passes
- Support in promoting and maintaining positive mental health, including access to Mental Health First Aiders, confidential support helpline and peer support
- Cycle to Work scheme
- Free eye tests and contribution towards spectacles where required



How to apply

The closing date for applications is 10 am Monday 2nd August

Please visit lpo.org.uk/jobs, where you will be asked to complete a short form before uploading your CV and covering letter. If you are unable to apply online please contact Lindsay Wilson, Education and Community Director (maternity cover), on 020 7840 4214 or Lindsay.wilson@lpo.org.uk for further information.

CVs should include:

- Details of relevant achievements and experience as well as educational and professional qualifications
- Details of your notice period and names of two referees, together with a brief statement of the capacity in which they have known you, along with an indication of when in the application process they may be contacted (please note that we will not contact your referees without your express permission)
- An indication of your current salary
- Contact details including day and evening telephone/mobile numbers

Your covering letter should summarise your interest in this post, providing evidence of your ability to match the criteria outlined in the Person Specification on page 6.

We are working to achieve diversity and welcome applications from all sections of the community. Successful applicants will be contacted and invited for interview at a mutually agreeable time.