



# PLYMOUTH MUSIC ZONE

## Sessional Music Leader - Job Description

TITLE:	Sessional Music Leader (for members of PMZ's Music Leader Pool)
MAIN PURPOSE OF JOB:	To carry out high quality delivery of Plymouth Music Zone activities together with associated administrative tasks to maximise the impact of PMZ's work in developing the skills and health & wellbeing of its participants
RESPONSIBLE TO:	Music Programme Manager
HOURS:	0-37.5 hours per week (may include some unsocial hours)

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### DUTIES & RESPONSIBILITIES TO INCLUDE:

1. Delivery of high quality music activities and other special projects, events and training delivery as required. Precise activities are dependent on the professional, personal and musical skills of the person appointed.
2. Ensure the smooth running of the service by carrying out administrative tasks associated with the above activities. This includes participant recruitment and enrolment, registers and timely and accurate monitoring & evaluation, including any contractual requirements for media or other outputs.
3. Operate professionally within PMZ's 'outcomes based approach' to ensure the maximum impact on participants. This involves being aware of the difference a project intends to make and what kind of changes, benefits and learning happen as a result.
4. Demonstrate a passion and commitment to learning and reflective practice through ongoing participation in PMZ training/CPD activities with other members of the PMZ Music Leader Pool and PMZ core team.
5. Be committed to standards of high quality through the supported use of progression tools such as 'PMZ's Music Leader Capabilities Matrix'. Where appropriate, to advance to 'Music Leader Trainer' peer mentoring activities or contribute to PMZ's Training and Enterprise innovation strand.
6. This document outlines the duties required for the post to indicate the level of responsibility. It is not a comprehensive or exclusive list and duties may be varied from time to time without changing the general character of the job or level or responsibility.