

Saffron Hall

Job Title:	Creative Learning Director	Job Category:	Support
Department/Group:	Creative Learning Department	Job Code	
Location:	Saffron Walden	Travel Required:	Some Travel around the local area
Level/Salary Range:	£38,000 - £43,000 depending on experience	Position Type:	Full Time or part time
HR Contact:	Angela Dixon CEO Angela.dixon@saffronhall.com	Date posted:	4/12/18
Holiday:	28 days a year plus public holidays	Posting Expires:	4/1/19
Hours:	21 - 35 hours a week, some evening and weekend working required.		
DBS checking	The appointment will be subject to an enhanced Disclosure and Barring Service check. Saffron Hall Ltd is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.		
Applications Accepted By:			
Email applications only will be accepted Angela.dixon@saffronhall.com Subject Line: Creative Learning Director			
Job Description			
<p>Background information</p> <p>Saffron Hall is a ground-breaking model of world-class arts provision in a state school. A 740 seat highly flexible concert hall boasting one of the finest acoustics in the country, it was the result of a 10 million pound gift, the largest ever to a State School. With education and community engagement at its heart, Saffron Hall attracts some of the finest classical musicians from around the world plus jazz, folk, and world musicians and more recently national and international dance companies. We work closely with our Resident Orchestra Britten Sinfonia and present concerts and school and community work with artists such as Nicola Benedetti, London Philharmonic Orchestra, BBC Symphony Orchestra, Maxim Vengerov, Sir Andrés Schiff, Courtney Pine, Edward Gardner, The Sixteen and The English Concert. In addition to an extensive schools programme, Saffron Hall is proud to partner Anglia Ruskin University's Cambridge Institute for Music Therapy Research on 'Together in Sound', a music therapy project for people living with dementia and their careers. Since Saffron Hall opened in November 2013 the Creative Learning department has worked with over 24,000 young people, engaged with 54 schools and worked with over 150 teachers.</p> <p>As Saffron Hall approaches its fifth birthday we seek to appoint a committed Creative Learning Director who can take our schools and community programme into its next phase of development. We are seeking an experienced learning strategist who can continue to fulfill the potential of a world-class concert hall and artistic programme sited in a state secondary school that sits at the heart of its community.</p> <p>In a short space of time Saffron Hall has established excellent links with a wide network of local primary and secondary schools and front line community services and established a number of community initiatives with local partners. A regular schools programme covering music and dance is in place and there are many projects with the host school, Saffron Walden County High School and their Sixth Form Music Academy. We would now like to work in a deeper way with schools tackling areas such as teenage mental health and SEND through engagement with the arts and also broaden our geographical reach. Saffron Hall is a partner in Saffron Centre for Young Musicians together with Essex Music Education Hub, Saffron Walden County High School and Guildhall School of Music and Drama. Within two years this Saturday morning music school has already become one of the biggest in Essex. We have established a unique partnership with</p>			

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Anglia Ruskin University through the Cambridge Institute for Music Therapy Research Centre and run a regular programme for people living with dementia and their carers based on music therapy with regular visits from musicians and artists appearing at Saffron Hall.

Saffron Hall is committed to promoting both excellence and inclusivity. Saffron Hall's Creative Learning Department is fully supported by the marketing, fundraising and events departments.

THE ROLE

- **Location:** Saffron Walden, Essex
- **Reports to:** Chief Executive
- **Direct Reports:** Creative learning Manager (to be recruited)
- **Purpose:** The Creative Learning Director is a member of the Senior Management Team, and is responsible for creating and implementing Saffron Hall's Schools and Community programmes.

RESPONSIBILITIES

- In collaboration with the CEO, create an exciting and dynamic plan for creative learning at Saffron Hall that reflects and promotes the world-class nature of our artistic programme
- Be an active member of the Senior Leadership Team, contributing to the strategic development of Saffron Hall
- Broker and maintain productive relationships with a broad range of partner organisations, undertaking all necessary negotiation, planning and liaison, including national agencies, local education authorities, schools, community groups and other cultural organisations
- Develop links in new key geographical areas for Creative Learning, such as Braintree and Chelmsford.
- Work with the Director of Music at Saffron Walden County High School to develop the school's Sixth Form Music Academy and extend musical opportunities throughout the school, regardless of ability or background, including, where appropriate, artists from the Saffron Hall's world-class programme
- Work with Saffron Walden County High School staff to identify and develop ground-breaking arts programmes that will enable Saffron Hall to be a National leader in school partnerships
- Form strong links with local primary schools and establish relevant links to Saffron Hall's schools programme
- Work closely with Saffron Centre for Young Musicians to contribute to the exciting opportunities offered to their students
- Oversee planning and delivery of a range of programmes for all ages in close collaboration with our Resident Orchestra and key artistic partners and artists
- Develop a strong public access programme around the Saffron Hall programme including pre-concert talks and study days
- Develop a family participation programme including school holiday courses
- In collaboration with partner Cambridge Institute for Music Therapy Research Centre at Anglia Ruskin University, develop the next phase of the ground-breaking project for people living with dementia and their carers, 'Together in Sound'.
- Work with senior colleagues to provide vision and strategic direction to ensure that the Creative Learning programme is fully supported by Saffron hall teams, in particular, fundraising, events, marketing and finance
- Work with the Fundraising and Communications Director to make funding bids to support the Creative Learning department programme and meet with key individual donors and other stakeholders as appropriate
- Work with the Fundraising and Communications Director to make sure that the Creative Learning programme is effectively communicated and celebrated

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- Work with the CEO to develop studies and evaluation over the next five years to measure the impact of Saffron Hall's work
- Manage the Creative Learning Manager (to be recruited) to ensure delivery of high-quality learning events
- Work closely with appropriate colleagues, to ensure compliance with all relevant legislative requirements, including health and safety, equal opportunities and GDPR
- Manage and lead on Saffron Hall's Safeguarding policies and ensure they are implemented and adhered to throughout the organisation
- Create innovative pathways to employment in the arts sector, including work placements, apprenticeships, careers guidance/advocacy, and external training & skills activity
- Work with the CEO and the Finance Director to contribute to Saffron Hall's business plan and yearly budgets
- Ensure that the Creative Learning department works effectively within budget constraints and that financial reporting is accurate and timely

PERSON SPECIFICATION

Qualifications and Education Requirements

- Candidates should be educated to Degree Level
- A music degree or equivalent would be desirable

Relevant Experience

- Significant experience of strategic development of innovative learning and participation programmes
- A proven ability to devise, manage and produce substantial learning projects on time and budget
- A good understanding of the education system and working with school
- A good working knowledge of safeguarding

Personal Skill Level

- Strong communication and influencing skills.
- Good presentation and interpersonal skills across audiences from a diversity of backgrounds
- Effective project management skills
- Some marketing and communication experience
- Good attention to detail, combined with first-class organisation and time management skills

Disposition

- Work positively and proactively within a small, busy and successful team
- Be a natural leader, with a strategic mindset and a flair for innovation, whilst also committed to being a team player
- Active and passionate interest in the arts and music in particular
- Demonstrate a high level of personal initiative and self-motivation, inspiring colleagues, Trustees, and donors through excellent leadership and people-skills
- Sense of humour, persistence, reliability and resilience