



# WORK WITH US

**Head of LSO Discovery**

**June 2024**

## Recruitment Pack

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**London Symphony Orchestra**

# About the London Symphony Orchestra



*The LSO with Sir Simon Rattle on the Barbican stage*

The London Symphony Orchestra was established in 1904, as one of the first orchestras shaped by its musicians. Since then, generations of remarkable talents have built the LSO's reputation for uncompromising quality.

Today, the LSO is ranked among the world's top orchestras, with a family of artists that includes Chief Conductor Designate Sir Antonio Pappano, Conductor Emeritus Sir Simon Rattle, Principal Guest Conductors Gianandrea Noseda and François-Xavier Roth, Conductor Laureate Michael Tilson Thomas and Associate Artists Barbara Hannigan and André J Thomas.

The LSO is Resident Orchestra at the Barbican in the City of London. The Orchestra reaches international audiences through touring and artistic residencies – in cities including Paris, Dortmund and Tokyo, at the Aix-en-Provence Festival, across Australasia and Latin America, and with the Music Academy in Santa Barbara – and through digital partnerships and an extensive programme of live streamed and on-demand online broadcasts.

Through a world-leading learning and community programme, LSO Discovery, the LSO connects people from all walks of life to the power of great music. Based at LSO St Luke's, the Orchestra's community and music education centre and a leading performance venue on Old Street, LSO Discovery's reach extends across East London, the UK and the world through both in-person and digital activity.

LSO musicians are at the heart of this unique programme, leading workshops, mentoring bright young talent, performing at free concerts for the local community and using music to support adults with learning disabilities. LSO musicians also visit children's hospitals, and lead training programmes for music teachers.

The ambition behind this work is simple: to share the transformative power of classical music with people who would not normally experience it. The impact is unrivalled, and every year, LSO Discovery reaches thousands of people of all ages.

In 1999, the LSO formed its own recording label, LSO Live, and revolutionised how live orchestral music is recorded, with over 150 recordings released so far. Overall, the LSO has made more recordings than any other orchestra.

As a leading orchestra for film, the LSO has entertained millions with classic scores for Star Wars, Indiana Jones, The Shape of Water, and many more. The LSO also uses streaming services to reach a worldwide audience totalling millions of music-lovers who listen online every month.

Through inspiring music, educational programmes and technological innovations, the LSO's reach extends far beyond the concert hall. Thanks to the generous support of The Corporation of the City of London, Arts Council England, corporate supporters and individual donors, the LSO is able to continue sharing extraordinary music with as many people as possible, across London, and the world.

# Working at the London Symphony Orchestra



*Young musicians performing on-stage at BMW Classics in Trafalgar Square*

## **Job title**

Head of LSO Discovery

## **Location**

The LSO's offices are based at the Barbican Centre, London. There is a hybrid working arrangement, but due to the nature of the role there will be a requirement to be on-site for the majority of the week.

## **Hours**

Normal working hours are 9.30-18.00, Monday to Friday, plus evening and weekend work as required for which overtime is not paid; some flexible working can be discussed.

## **Salary**

Competitive

## **Probationary Period**

6 months

## **Notice Period**

3 months

## **Benefits**

25 days annual leave, plus bank holidays

Subsidised catering facilities provided by the Barbican Centre

Membership of company pension scheme as follows:

- In line with auto-enrolment regulations during first year of service.
- 5% employer contributions and 2% employee contributions after 1 year's employment.

Cycle-to-Work scheme

Employee Assistance programme

Private Medical Cover (upon 1 year's service)

Income Protection (upon 1 year's service)

Interest-free loan for a season travel ticket

Free tickets to LSO concerts at the Barbican and Lunchtime Concerts at LSO St Luke's (subject to availability)

# About the Role



*Ayanna Witter-Johnson performing at the Barbican*



*A Lunchtime Concert at LSO St Luke's*

## Role Objective

To oversee all aspects of LSO Discovery, ensuring high quality and effective delivery of the programme of education and community work and artistic partnerships at LSO St Luke's. The role has responsibility for developing policy and strategy in consultation with the Managing Director, LSO Members and animateurs; working in close partnership with the LSO Development department on fundraising; and leading a team of staff in the implementation and development of the programme.

## Key Responsibilities

### Strategy and Programming

- In consultation with the Managing Director, LSO Members, animateurs and conductors, define LSO's Discovery's strategy to deliver a creative and innovative programme of activities
- Liaise with the Members of the LSO who are responsible for LSO Discovery activity, involving them in project development and encourage participation in projects from all Members of the Orchestra
- Lead a team of Animateurs, inviting their input on project ideas and development from inception and giving them full responsibility for the artistic process and content of their projects
- Seek out, develop and nurture relationships with key individuals and organisations locally, nationally and internationally to ensure that the LSO Discovery strategy meets the needs of a wide range of participants
- Lead on the development of new initiatives that push forward practice as part of the three strategic aims
- Support the team in programming mini-Festivals around LSO repertoire, daytime concerts and creative music projects
- Oversee advance planning of LSO Discovery activities and artistic partnerships at LSO St Luke's in

liaison with the Concerts Department and LSO St Luke's team ensuring that all relevant planning deadlines are met

- Attend LSO Discovery projects, evaluating standards, meeting participants and members of the public
- Monitor and evaluate all LSO Discovery projects and schemes, ensuring that the programme is effective and relevant to its participants
- Participate in workshops, artist interviews, etc. where appropriate
- Keep abreast of key developments in music education and national educational strategies
- Represent LSO Discovery at external steering group and partnership meetings, including with Barbican and Guildhall and other cultural organisations in the City of London and Islington

### **Development and Advocacy**

- Work closely with the Development team to identify funding priorities for LSO Discovery and to shape programmes of work which will attract external financial support
- Assist the Development team in developing funding proposals and, where appropriate, lead discussions with potential funders
- Maintain contact and strong working relationships with key project funders
- Represent the LSO in conferences and events, and give interviews for press, television and radio as required
- Liaise with Marketing and PR colleagues to develop and maximise opportunities to build greater awareness of LSO Discovery programmes of work

### **Personnel Management**

- Manage the LSO Discovery team, provide advice and support and conduct appraisals
- Act as line manager to the Discovery Project Managers, the Departmental Assistant and the LSO St Luke's Events team
- Work closely with Animateurs, LSO players, composers and conductors to support their leadership on projects and development of practice
- Support LSO Discovery's Projects Managers in the programming and development of their specific project areas
- Take a lead role in ensuring that the LSO's Child and Vulnerable Adult Protection Policy is kept up to date and that all staff, Orchestra Members and freelance artists are aware of its requirements
- Act as the LSO's Designated Safeguarding Lead
- Ensure that all appropriate processes relating to DBS checks are in place and operating effectively in line with agreed policies
- Maintain an overview of all personnel booked for LSO Discovery projects and respond to any issues arising

### **Finance**

- Oversee the Department's budget, including monitoring and controlling expenditure of LSO Discovery projects, ensuring that value for money is achieved in all areas
- Monitor LSO Discovery's income and ensure that all funders' requirements are fulfilled

**Reporting**

- Report to the LSO's Board and Discovery Advisory Committee, in particular by providing written reports on strategy, policy, future plans and recent departmental activities as well as presenting at Board meetings as required

**Other**

- As a senior manager, contribute to the wider management of the LSO
- Any other reasonable duties as required

This job description is a starting point for the role we are asking you to fulfil. It is a working document and as such may change and evolve as the role, team and LSO develop.

# Person Specification



*LSO Brass at St Paul's Cathedral*



*LSO East London Academy young musicians*

## Essential

- A passion for music education activity and its potential to transform lives
- An ability to work with and to empower musicians and others delivering education projects
- An understanding of quality in music education and performance, and the ability to deliver high standards artistically and administratively
- Excellent knowledge of music education practice and current developments in both formal and informal education
- Experience of education management (or related areas) at a senior level in an arts organisation
- A thorough understanding of orchestral music and orchestral management
- Enthusiasm for digital work and a clear understanding of its benefits in delivering a music education programme
- Experience of managing substantial projects and budgets
- Experience of managing a team of staff
- Excellent communication skills and ability to deal effectively with a wide range of people
- Ability to cope with a wide-ranging workload, balancing personal priorities with ongoing support of other team members
- Experience of leading or supporting work to write applications for funding for project-based activity

## Desirable

- A university degree in Music
- Experience of creating and producing multi-media resources for educational use
- Practical experience of orchestral music education projects

# How to Apply



*A workshop at an LSO Discovery Family Concert*

**The closing date for applications is 23.59 on Sunday 30 June 2024.**

## **Application Process**

If you would like to apply for this role, please email your CV and covering letter to Liv Peacock, PA to Managing Director at [liv.peacock@lso.co.uk](mailto:liv.peacock@lso.co.uk).

Your covering letter should be no longer than two A4 pages and include the following:

- Why you are interested in the role
- How your experience and skills meet the requirements of the role
- What in particular you will bring to the role that will help the LSO thrive in the years ahead

## **Interviews**

First stage interviews are expected to take place on Wednesday 3 July and Friday 5 July 2024, and second stage interviews are expected to take place on Tuesday 9 July 2024. All interviews will be held in person at the LSO's offices at the Barbican Centre.

As an equal opportunities employer, the LSO is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership. We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join the LSO.