English Folk Dance and Song Society
Tutor (London Youth Folk Ensemble)

Recruitment Information
June 2023
English Folk Dance and Song Society  
Tutor: London Youth Folk Ensemble (LYFE)

The English Folk Dance and Song Society (EFDSS) is looking to appoint an excellent folk music educator to co-lead the London Youth Folk Ensemble for the next two academic years (subject to annual review), alongside our current tutor, Alexandra Patterson. For the past two years, Alexandra, and our other co-tutor Camilo Menjura, have led the Ensemble but Camilo is now moving on to other opportunities. This job opportunity has therefore arisen and we look forward to inviting a new tutor to our team to build on the successful of the Ensemble so far.

BACKGROUND INFORMATION
EFDSS champions the folk arts at the heart of England’s rich and diverse cultural landscape. It is multi-faceted being a national development organisation; a membership society; England’s folk arts centre (Cecil Sharp House); an education, training and development agency; an advocate and lobbyist on behalf of the folk arts; and custodian of the Vaughan Williams Memorial Library (VWML), England's folk music and dance archive, which was awarded designated status by the Museums, Libraries and Archives Council (MLA) in 2011. EFDSS is a National Portfolio Organisation of Arts Council England. [www.efdss.org](http://www.efdss.org)

EQUITY, DIVERSITY AND INCLUSION
EFDSS is fully committed to leading by example and to calling out all forms of discrimination – wherever, whenever, and however they take place. Striving for equity and diversity in the folk arts is central to our vision and mission. We are continuously developing, challenging and expanding thinking and practice in this area. Find out more about current and recent developments: [www.efdss.org/about-us/what-we-do/diversity](http://www.efdss.org/about-us/what-we-do/diversity)

As the London Youth Folk Ensemble is funded through EFDSS’ National Portfolio Organisation agreement, the programme must contribute to Arts Council England’s Creative Case for Diversity. (The Creative Case for Diversity is part of Inclusivity and Relevance - one of Arts Council England's Investment Principles under their Let's Create strategy.) [www.artscouncil.org.uk/news/essential-read-inclusivity-relevance](http://www.artscouncil.org.uk/news/essential-read-inclusivity-relevance)

Creative Case for Diversity short film: [www.youtube.com/watch?v=LTK0msopLK8](http://www.youtube.com/watch?v=LTK0msopLK8)

EFDSS Education
The EFDSS Education department runs classes, courses, projects and events at Cecil Sharp House (CSH) for young people, families and adults, and delivers creative learning projects with schools, community groups and cultural organisations across London and other parts of England, including the National Youth Folk Ensemble. EFDSS also delivers professional development opportunities and courses for educators from folk, education and wider cultural sector, and runs the national Folk Education Network.

The overall aims for the EFDSS Education programme are:
- To raise the profile of folk arts in education and learning
- To improve the practice of folk arts education
- To increase participants for folk arts - more people and more diverse

For more information about:
- EFDSS’ education programme: [https://www.efdss.org/learning](https://www.efdss.org/learning)
- EFDSS’ youth activities: [https://www.efdss.org/learning/young-people](https://www.efdss.org/learning/young-people)
- London Youth Folk Ensemble: [https://www.efdss.org/lyfe](https://www.efdss.org/lyfe)
Job Title: Tutor: London Youth Folk Ensemble (LYFE)

Term & duration: Freelance, fixed term for 2 years, September 2023 to July 2025 (subject to annual review).

Responsible to: Education Manager

Working with: Current co-tutor, Alexandra Patterson

London Youth Folk Ensemble

London Youth Folk Ensemble (LYFE) is the English Folk Dance and Songs Society’s non-auditioned regional youth ensemble, based at Cecil Sharp House in Camden, London. September 2023 will see the 10th anniversary of its founding. The Ensemble performs creative arrangements of folk and traditional music from Britain and beyond. Over the past couple of years repertoire has included the Ensemble’s arrangements of English, Irish, Scottish, Colombian, Turkish, Georgian and Indian traditional tunes and contemporary compositions in the folk genre.

In the next two years we envision an exciting period for LYFE with new young participants joining us while some of our older students will finish their time in the Ensemble. This is an opportunity for a skilled music leader to further develop the Ensemble and build a strong foundation for young folk musicians in and around London to grow their musicianship.

Each year we recruit up to 25 young people aged 11 - 19 years old (up to up to 24 year olds for D/deaf and disabled young people) through our free Sampler Session. These young people will be committed and passionate about playing folk music, with varied skill levels from moderate to advanced. The Sampler is not an audition but a chance for both students and tutors to get to know each other and get a better understanding of individual skills and the demands of the Ensemble.

All players will attend eighteen rehearsal sessions at Cecil Sharp House on Sundays, 2 - 5pm. During the year, LYFE will:

- learn a variety of folk tunes taught by our tutors and sometimes by other Ensemble members
- work under the guidance of our tutors to co-create arrangements of folk tunes
- work in small groups to learn and arrange tunes independently
- develop folk-specific skills and technique on their instruments
- learn more about folk music and dance from Britain and beyond
- collaborate with other youth music ensembles in London and across England as part of our annual Takeover at Cecil Sharp House
- perform at various venues in and around London, including Folk by the Oak Festival in Hatfield in July
- collaborate and do joint performances with participants from our Folk Unlimited group for learning disabled young people

Summary of Job Purpose

The Tutor position is a freelance role to lead London Youth Folk Ensemble, together with the Ensemble’s current co-tutor and the LYFE team, over the next 2 years, 2023-2025.

The LYFE team includes the following members of staff:

- The Education Manager has the overall responsibility in supporting the tutor team and connects LYFE to EFDSS’ wider education programme.
- The two tutors work very closely together, sharing the overall artistic vision, teaching tunes, leading and facilitating creative arrangements, and ensuring the Ensemble is inclusive and supportive to all.
- Pastoral staff and / or trainee music leader.
- Occasionally we also have an unpaid volunteer or work placement who will be supported by the LYFE team during their time with us.
With a strong knowledge of at least one genre of folk / traditional music and excellent facilitation and leadership skills, you will inspire and nurture the young musicians, helping them to explore their creativity and develop their performance, arrangement and leadership skills.

You will be responsible for delivering high quality learning experiences for London Youth Folk Ensemble participants; collaborating with your co-tutor and young musicians to create and arrange repertoire; and supporting the young musicians to give inspiring performances.

Both tutors are expected to contribute with repertoire and arrangements to the Ensemble, ensuring the material is suitable for the student group and includes a variety of tunes and styles of arrangements.

Key Responsibilities (Tutor)
1. Sourcing and creating musical repertoire for London Youth Folk Ensemble, including making arrangements suitable for whole group as agreed with the co-tutor
2. Teaching tunes to Ensemble members by ear, in an inclusive and engaging way – some members of LYFE have SEN/D
3. Supporting Ensemble members to create their own arrangements and to provide creative input
4. Prepare and support the Ensemble members to give high quality performances
5. Facilitate and nurture the talents and creativity of the Ensemble members
6. Working together with the co-tutor and Education Manager to work with / support volunteers, trainees, pastoral staff, and/or work placements
7. Work with other music leaders and the Education team and any youth music groups we are collaborating with to deliver the programme
8. Advise on and build relationships with occasional guest artists and partner organisations when appropriate
9. Be a positive role model for young people both within and outside of the Ensemble
10. Reflect on and contribute to evaluation of the programme
11. Regularly upload relevant resources to the Google Classroom to allow the Ensemble members to prepare for future rehearsals.
Person Specification

Essential:
1. An excellent instrumentalist with a strong foundation in folk or traditional music from any part of the world and an understanding of the wider folk and world music scene in the UK
2. An engaging and skilled music educator
3. Strong skills in learning, playing, teaching, and arranging music by ear
4. Strong and confident communication, leadership and facilitation skills
5. Ability to select and arrange folk / traditional music for mixed instrument and abilities
6. Experience of and passion for collaborating with young musicians to develop and arrange musical repertoire and facilitate their musical progression
7. Experience of planning and developing creative workshop and course content
8. Committed to excellent quality musical experiences for young people and audiences
9. Committed to working in a way that is inclusive and to EFDSS’ values and ethos
10. Committed to collaborating and developing a good working relationship with EFDSS Education staff and other music leaders
11. Willing to reflect on and evaluate the work and accept feedback
12. Strongly committed to safeguarding; equality, diversity and inclusion; health and safety; and safe arts practice
13. Committed to skill-sharing and disseminating effective practice, via EFDSS’ Folk Education Network and other relevant networks

Desirable skills:
1. Experience of teaching disabled students, including those with learning disabilities and/or young people with autism, ADHD and other forms of neurodiversity
2. Experience of supporting the development of trainee music leaders
3. Able to lead and teach singing
4. Ability to read and write stave notation

Qualities:
1. Warm, friendly and approachable personality
2. Flexibility and a positive attitude
3. Ability to work as part of a team
4. Resilience – ability to cope well with change and challenge.
5. Ability to relate to, and communicate well with, young people of all ages, backgrounds and abilities
Conditions of Employment:

Commitment:
- 6 fortnightly rehearsal per term (18 per year), including informal end-of-term sharing performances for parents and friends
- At least 3 external public performances over the year, including Folk By The Oak at Hatfield house in July
- Performance and rehearsal for EFDSS’ annual youth Takeover at Cecil Sharp House, Saturday 6 July 2024,
- Planning and debrief meetings with the Education Manager and tutor team at Cecil Sharp House (or online)

Dates and timings:
- Rehearsals take place on Sundays 2 - 5pm
- Tutor team to arrive for all rehearsals at 1.30 pm and leave at 5.30pm for briefing and debrief.

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<tr>
<th>Term</th>
<th>Dates</th>
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<tr>
<td>Autumn 2023</td>
<td>Sundays: Sept 17 (Sampler Session)</td>
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<td>Spring 2024</td>
<td>Sundays: 28 Jan</td>
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<td>Summer 2024</td>
<td>Sundays: 21, 28 Apr</td>
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Remuneration:

Fee: £132.30 per rehearsal, inclusive of planning, debrief, evaluation and travel
- £132.30 per external concert (including any additional rehearsal on the day)
- Termly planning meetings with the LYFE team at £24.26 per hour (as agreed with Education Manager). Plus travel expenses for any performances outside London.

Term: Fixed term until July 2025 (subject to annual review)

Safeguarding

This position will involve regular contact with young people and adults at risk. In line with EFDSS’ Safeguarding Policy, appointments will be made subject to: satisfactory Enhanced Disclosure and Barring Service Certificate (DBS); references; the signing of a declaration stating that there is no reason why you would be considered unsuitable to work with young people and adults at risk; and, as this role, is exempt from the Rehabilitation of Offenders Act (ROA)1974 as amended, we will ask for details of any unspent convictions, and any spent cautions or convictions which are not eligible to be filtered. For further information visit www.gov.uk/dbs. We can also provide guidance and advice on this if you need it. Read the EFDSS Safeguarding Policy and Procedures (which includes our Policy on the Recruitment of Ex-Offenders) on our website www.efdss.org/efdss-about-us/policies.
Positive Action for a Diverse Workforce
At the English Folk Dance and Song Society we strive to be an Equal Opportunities employer and to ensure that no person is unfairly discriminated against in our recruitment and selection policies and procedures. We are committed to diversifying our workforce to better represent society and we follow guidance on positive action in recruitment from the Equality and Human Rights Commission and the Equality Act 2010.

- We particularly welcome applicants from ethnic minority backgrounds, and those who are disabled, as these are under-represented in our organisation and the wider folk music leader workforce.
- All disabled applicants who fulfil the Essential Person Specification and Qualities criteria for this role, will be called for an interview. Please make clear in the cover letter if you consider yourself disabled. (You may find it helpful to refer to this definition www.gov.uk/definition-of-disability-under-equality-act-2010.)

HOW TO APPLY
Applicants should visit the EFDSS Vacancies page for up to date information about this position and to access the Equal Opportunities Monitoring Form http://www.cecilsharphouse.org/csh-about-us/work-here/vacancies

- Write a cover letter explaining why you are interested in this tutor role and why you feel you have the relevant knowledge, skills and experience to do it, referring to the Job Description and Person Specification.
- Please confirm your right to work in the UK in your cover letter
- Attach an up-to-date CV containing your full contact details and outlining your relevant work experience – in either a paid or voluntary capacity. See our CV-guidance on the website
- Complete the Equal Opportunities Monitoring Form via the link in the online advert. This form will not be seen by the selection panel.

Completed applications with the subject line ‘Tutor LYFE’ should be emailed to Jennie Higgins, Education Administrator, education@efdss.org

We encourage applicants to read our guidance on writing a CV available on our vacancy page.

For informal discussion about the role please contact our Education Manager, Charlotte Turner, charlotte@efdss.org

Closing date for completed applications is 2 August, 9am

Interviews and teaching auditions will be held on 10 August 2023 in London.