



Making Music
8 Holyrood Street
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Tel: 020 7939 6030
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www.makingmusic.org.uk

29 March 2018

Dear Applicant

Communications & Marketing Executive temporary position

Thank you for your interest in the above position with Making Music, the National Federation of Music Societies.

Together with this letter, you should also have downloaded:

1. Job description;
2. Equal Opportunities Monitoring Form

If you wish to apply, please send us your CV with a covering letter explaining how you meet the person specification and detailing your experience relevant to the job description.

Please send your CV and covering letter, together with the Equal Opportunities Monitoring Form, by e-mail to vacancies@makingmusic.org.uk to arrive not later than **9:00am on Tuesday 10 April 2018**.

Interviews will be take place on **Friday 13 April** at our offices in London. You will be informed by **9am on Wednesday 11 April** if you have been shortlisted.

Further information about Making Music is available through our website at www.makingmusic.org.uk. If you would like more specific information about the posts, please email your questions to vacancies@makingmusic.org.uk or telephone us on 020 7939 6030.

We look forward to receiving your application.

A handwritten signature in black ink, appearing to read "Barbara Eifler". The signature is fluid and cursive.

Barbara Eifler
Chief Executive