



Volunteer role description: Youth Engagement Volunteer England

Section 1: What is Making Music and what do we do?

Vision

Everyone has opportunities within reach to make and present their kind of music with others.

Mission

Making Music is a membership organisation which supports, stands up for and celebrates groups of people making and presenting music together in their leisure time across the UK.

Objectives

In the next five years (2017-2021) Making Music will:

1. Help Making Music groups become stronger and better able to connect with new members and audiences
2. Stand up for and celebrate Making Music groups, their members, and others coming together to make or present music in their leisure time across the UK
3. Invite and welcome all kinds of music groups to become part of the Making Music community
4. Ensure Making Music is sustainable and robust for the longer term

For more information, please visit <https://www.makingmusic.org.uk/about-us/annual-report-and-accounts>

Section 2: Purpose of role

The Youth Engagement Volunteer (YEV) will be matched with at least one Making Music member group, in order to carry out a Youth Health Check. This will involve the YEV making contact with their matched group(s) and arranging to visit either a rehearsal or a performance, to provide observational feedback on what the group is doing well from a youth engagement perspective, and suggestions for how the group might be able to improve. Contact will be partly in person (attendance at rehearsals and/or concerts) and partly online.

Section 3: Main activities/tasks:

- Making Music will identify members who wish to take part in a Youth Health Check and will then contact you with details of the member(s) you have been matched with. We will discuss with you in advance how many member groups you would like to be matched with; one is fine, more than one is fine too.
- You will make contact with the member(s) you have been matched with to arrange a suitable time to carry out the Youth Health Check visit. This will be either a rehearsal (for performing groups) or a performance (for promoter groups)
- Attend either a rehearsal or performance at the agreed time, and observe how the session or performance goes from a young person's perspective. If you are attending a rehearsal, this could involve joining in with singing or playing, but doesn't have to (for example, if you are matched with a ukulele group and you don't play the ukulele, it's fine to just go along and observe). We will provide you with an observational sheet with prompting questions to give you a guide for what you are looking out for.
- Either during, or soon after the session, you will complete the observational feedback sheet and return to Making Music. We will then arrange to pass the feedback onto the group. You will not be required to give your feedback directly to the group.

Section 4: Skills/experience required:

Essential

- Good understanding of how to engage young people effectively (you might *be* under 35 yourself, or you might have a lot of experience of working with under 35 year olds)
- Good written communication skills
- Good listening skills
- The ability to relate to a wide range of people
- Tact, diplomacy and confidentiality
- The ability to represent Making Music in a professional manner
- Good organisational skills
- The ability to work on your own initiative within a remote team

Desirable

- Ability to play an instrument and/or willingness to sing at a choir rehearsal
- Knowledge of how community groups are run

Section 5: Application process

Applicants must complete the volunteer application form (a C.V. is not required) and details of one referee. An informal interview to discuss the role in more detail is required (either in person or by skype / telephone as appropriate) before a position can be offered.

Section 6: Training offered

A full induction will be provided. Regular in-house training on best practice will be given, and further external training may be offered where resources allow.

Section 7: Location

Home based, with occasional travel within the region and/or further afield in agreement with the Youth Engagement Manager.

Section 8: Expenses

Out of pocket expenses, supported by receipts / copies of phone bills, will be paid in line with Making Music's Expenses Policy (available on request).

Section 9: Hours

We ask volunteers to commit to 3 visits to member groups over a 6 month period . more may be possible depending on availability. Each visit will probably take around 2-3 hours.

Reporting to: Xenia Davis, Youth Engagement Manager

Contact information:

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