



BSO Participate Programme Manager (Communities and Health & Wellbeing)

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About Bournemouth Symphony Orchestra

'The cultural heartbeat of the South West.' - Darren Henley, Chief Executive of Arts Council England

Bournemouth Symphony Orchestra was founded in 1893 and throughout its illustrious history has worked with the finest composers, conductors and musicians in the world. As an Orchestra, the BSO's reach is exceptional. Beyond the concert hall, the BSO's mission is to inspire and nurture the musical ambitions of people resident across the 10,000 square miles of the South and South West of England.

In the 2018/19 concert season, the BSO gave 130 performances in over 38 cities, towns and villages across the South West and beyond, making it the most prolific orchestra in the UK and one of the most prolific in the world. Each year, BSO Participate engages over 80,000 adults and children in projects and this pioneering work aims to give everyone, irrespective of age, health or financial circumstance, the opportunity to gain access to BSO's world class music.

In November 2017, BSO was recognised as the Alzheimer's Society's Dementia-Friendly Organisation of the Year for its work in support of people living with dementia. In March 2018 BSO launched BSO Resound, the world's first disabled-led ensemble as a core of a major symphony orchestra, who had their profile at the BBC Proms that year, making history as the first disabled-led group to play at the festival. BSO's trail-blazing work beyond the concert hall is earning BSO a reputation as one of the most significant and exciting of cultural assets in the UK.

Following the first national lockdown in 2020, the BSO was one of the first British ensembles to broadcast its live performances with the creation of a pop-up digital studio. During the first six months of its inaugural livestreamed series, the BSO sold 38,000 digital tickets to audiences around the world; the Orchestra increased its audience by almost 30% during the period, with 65,000 views of its performances.

This digital strength and the retraining of the BSO Participate team has supported the continued engagement with schools, care homes, and young musicians in the BSO's home region whilst also enabling worldwide reach as far as Nigeria, Columbia and Singapore! Innovative programmes have included digital GCSE set-works analysis and performance videos; Digital Cake Concerts featuring relaxed performances produced specifically for people living with dementia; An Audience With... musicians from each section of the orchestra in conversation and performance with a live online audience of young musicians; and the inaugural Explore the Orchestra: a five-part series of free interactive concerts for primary schools and families enjoyed by over 350 schools across the UK.

You will be joining the BSO Participate team at a very exciting time in a role full of opportunity to make your mark in a pioneering programme

BSO Participate Programme Manager, Community and Health & Wellbeing

Salary: £25,500

Hours: Full time, flexible working considered

Employee benefits include:

- Annual leave entitlement of 28 working days including bank holidays, which will increase with one additional day for each year of service up to 30 working days;
- Discretionary quota of leave between Christmas and New Year, usually giving an additional 3 or 4 days leave depending upon where Christmas day falls;
- Personal Pension with an employer contribution (5%) and the option of salary exchange;
- Generous Life Insurance which provides a life cover of 3 times salary;
- Access to the BSO's health and wellbeing programme which includes an Orchestra Doctor, on-site masseuse, on-site yoga and a discount with a local physiotherapist;
- Medical cover from Mediacash, a cash plan scheme providing money for a large range of treatments
- Free Will writing service and initial legal consultation covering a number of areas of law;
- Employee discount and cash back scheme on high street brands and companies;
- Complimentary tickets to BSO concerts and theatre/cinema at the Lighthouse when available;
- Free car parking close to the BSO Head Office at Lighthouse, Poole.

Reporting to: Head of BSO Participate

Key relationships: Participate Coordinators, Participate Programme Manager (Schools and Young People), BSO Participate Administrator, BSO Associates, orchestra and freelance musicians, Concerts, Marketing and Development

Background to the role:

This role will lead on BSO Participate's Community and Health & Wellbeing programmes, working alongside the Head of BSO Participate on the strategic direction of programmes, and taking full responsibility for the management and delivery of a pioneering and diverse programme with the Programme Coordinator. You will be working with the Head Office team; BSO Associate musicians, freelance musicians and partners from across the South West; and with participants including families, people experiencing mental health issues, older people and people living with dementia. BSO Participate, along with the whole company, has also developed a significant digital programme over the last year, and you will work with the company to continue to develop a programme of both digital and in-person activity.

Job Description

BSO Participate Programme Manager

Reporting to: Head of BSO Participate

Line Manager to: BSO Participate Coordinator

Programmes: Community and Health & Wellbeing

Programme Development

- Work with the Head of BSO Participate on activity that will engage with the Community and Health & Wellbeing programme plans and ambitions
- Lead on the strategic development and management of the Family, Prescription and Recovery Orchestra models; Rusty and Not so Rusty Musicians programme; BSO Cake and care home Concerts; Arts on Call and Digital Care Homes portal and other projects in development with the Community and Health & Wellbeing programme
- Develop BSO Participate Residency models linking with work across all elements of the Participate programme
- Develop relationships and strategic direction for work with Social Prescribing programmes in partnership with Head of BSO Participate
- Continue to develop the Music for a While model in partnership with Head of BSO Participate
- Work with the Head of BSO Participate on the strategic development of touring community ensemble programmes including BSO On Your Doorstep
- Identify need and opportunity to further develop the expansion of digital content across the programme
- Develop partnerships that will support and benefit the above programme strands.

Project Management & Delivery

- Take overall responsibility for the delivery of the programmes across the south west under the Community and Health & Wellbeing strands and support the Head of BSO Participate in the development of new work and partnerships as required
- Lead on overall management of BSO Participate Residency Programmes and Special Projects, ensuring links across Participate activity to maximise opportunities
- Manage workshops and events throughout the year working with BSO Associates; and liaising with musicians, workshop leaders, venues, etc; passing on delivery to BSO Participate Coordinator where appropriate
- Assist in the administration and delivery of BSO Voices
- Maintain budgets and monitor project income and expenditure of all Community and Health & Wellbeing programmes
- Ensure that funding and reporting criteria are met and that funders are kept informed about the programme, via the BSO Development Department

- Ensure that all musicians used for the delivery of work with vulnerable people have undergone the relevant DBS checks and health & safety and safeguarding training
- Keep the Head of BSO Participate informed of programme developments and delivery on a regular basis

Advocacy, Documentation & Evaluation

- Create and implement evaluation models and materials for each programme of work and lead on compiling appropriate reports and case studies with BSO Participate Coordinator
- Identify key messages and stories from Community and Health & Wellbeing programmes
- Keep all relevant Partners and Stakeholders informed about the work of programme strands and wider work of BSO Participate.

Line Management

- Line manage BSO Participate Coordinator (Community and Health & Wellbeing). To provide guidance, development, day-to-day management and task allocation as required.
- Be a point of contact and support for the BSO Participate Administrator

General

- Give regular updates on work at departmental meetings and to the Head of BSO Participate.
- Assist other colleagues in the event management of BSO Participate projects as required.
- Represent the Company and attend meetings as required, keeping minutes and records of meetings as necessary
- Carry out any other duties as required

Person Specification

Experience and Skills:

Experience of programme and event management in an arts/ arts and health setting
Experience of working with artists/ musicians
Experience of working within creative/ performing arts organisations
Experience of working with and supporting people from diverse backgrounds
Confident written and spoken communicator with a range of people (including participants, colleagues, artists and stakeholders)
Excellent IT/ digital skills
Experience of managing budgets
Comprehensive and up to date knowledge of best practice in arts, community, and health & wellbeing
University or similar qualification in arts/ arts and health/ community or similar (desirable)
Musician or background in music (desirable)

Personal Attributes:

Leadership skills in working within a team and with other creatives
Able to work flexibly and responsively to developing needs and agendas
Passion for working with Classical music and with people
Excellent team working skills and the confidence to work independently where required
Confidence to support a range of people of varying ages and from diverse backgrounds calmly and sensitively
Highly motivated and proactive
Proven organisational skills with an ability to prioritise workload
High level of attention to detail

General:

Availability and willingness to work evenings/ weekends when required
Current clean UK drivers licence

To Apply

Please visit <https://bsolive.com/jobs/> and complete the online application form referencing the Job Description and how you meet the Person Specification.

Deadline for applications is Monday 6th September 9am

Interviews to be held in Poole or online week beginning 13th September