

North Yorkshire Music Hub

Independent Chair:
Job Description & Person Specification



About the North Yorkshire Music Hub

'Great music education is a partnership between classroom teachers, specialist teachers, professional performers and a host of other organisations, including those from the arts, charity and voluntary sectors.'

National Plan for Music Education

Mission:

'To offer all children and young people in North Yorkshire access to a diverse range of high-quality music experiences and progression routes through coherent partnership working'

The establishment of Music Education Hubs were a key recommendation in The Importance of Music: A National Plan for Music Education.¹ Music Education Hubs receive funding from Arts Council England (ACE) on behalf of the Department for Education (DfE).

The North Yorkshire Music Hub was established in 2012 and aims to ensure that all children have access to music education **in and out of school**, through partnerships of organisations (led by North Yorkshire County Council Music Service) working to create joined up, high quality provision.

The North Yorkshire Music Hub is delivering the following **core** roles:

- Ensuring that every child aged 5 to 18 has the opportunity to learn a musical instrument through whole-class ensemble teaching programmes.
- Providing opportunities for children and young people to play in ensembles and to perform from an early stage.
- Ensuring that clear progression routes are available and affordable to all young people.
- Developing a singing strategy to ensure that every child and young person is singing regularly and that choirs and other vocal ensembles are available in the area.

From April 2014, OFSTED required Music Education Hubs to have regular and supportive, challenging conversations with each of their schools about the quality of music education for all pupils in the school. Hubs are required to deliver a **School Music Education Plan** (SMEP) to enable them to articulate clearly to schools what is available to support them and to promote closer working between schools and the hub.

¹https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/180973/DFE-00086-2011.pdf (2011).

In addition, the North Yorkshire Music Hub delivers a number of **extension** roles:

- Providing access to large scale and/or high quality music experiences for children and young people working with professional musicians and/or venues.
- Offering Continuing Professional Development (CPD) to music leaders.
- Providing an instrument loan service.

The role of the Independent Chair

The North Yorkshire Music Hub Strategy Board is a governance structure made up of independent organisations and providers seeking to foster a collaborative form of governance and accountability for delivery of the National Plan for Music Education in North Yorkshire.

An Independent Chair is sought to chair meetings of the Strategy Board. The Chair will be responsible for setting the Strategy Board's agenda and ensuring that adequate time is available for discussion of all agenda items, in particular strategic issues. The Chair should also promote a culture of openness and debate by facilitating the effective contribution of all Strategy Board representatives and ensuring constructive relations between the lead organisation, partner organisations and schools.²

A Chair will be considered to be independent only if s/he is free of any business, family or other relationship, with the Music Hub, its lead organisation or partners, that creates a conflict of interest such as to impair his/her judgement.³

Job Description

Key roles and responsibilities

- Chairing between 4-6 meetings of the Strategy Board a year (up to 2 per term), in North Yorkshire. Meetings typically last 1.5 – 2 hours.
- Ensuring the Strategy Board works within its agreed Terms of Reference to:
 - Make joint strategic decisions on priorities and finance relating to music in North Yorkshire to deliver the Music Hub core and extension roles
 - Identify areas of need and programme activities accordingly
 - Promote the role of the Hub within the wider North Yorkshire education and arts community
 - Have financial oversight: ensuring effective use of resources and making recommendations to North Yorkshire County Council for

² Adapted from the UK Corporate Governance Code 2010

³ Adapted from European Commission 2005 recommendation at: <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2005:052:0051:0063:EN:PDF>

financial decisions where the local authority has final responsibility.

- Provide accurate and timely data returns to Arts Council England
- Encourage team working among Strategy Board members ensuring the ethos of the Hub's Charter is adhered to
- To act as a critical friend, advising and challenging the Hub lead organisation and partners where necessary
- Lead and mentor other board members, where appropriate, to fulfil their responsibilities and enable access to information to enhance the overall contribution of the board.
- Agree approaches to other funding organisations/individuals that would enhance the overall capacity of the Hub by increasing funding streams, and support the board in fostering relations with potential funders/donors.
- To agree clear action points arising at meetings
- Representing/Attending additional key meetings with Arts Council England and North Yorkshire County Council staff as required.
- Liaising with the Music Hub lead organisations and key partners as required between meetings
- Working with the Strategy Board to agree and implement effective means of engagement with existing and potential Hub partners on a District level

The Independent Chair must declare all conflicts of interest in relation to any Hub partners at each meeting.

Term of office: to be reviewed annually at Autumn Strategy Board meetings

Voluntary position. Travel expenses will be reimbursed.

Person specification

Skills/Attributes

- commitment to the ambition and principles of the National Plan for Music Education, Music Education Hubs and partnership working

- Understanding and acceptance of the duties and responsibilities adhering to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Good, independent judgement and the ability to think creatively in the context of the organisation and a rapidly changing external environment.
- ability to ensure equal participation and representation from all Strategy Board members
- ability to facilitate shared decision making and collaborative working across the Music Hub lead organisation, partner organisations and schools
- strong negotiation skills
- excellent written and verbal communication skills
- ability to assimilate a variety of perspectives and empathise with different priorities/agendas
- ability to be objective
- ability to chair meetings effectively

Experience/Knowledge

The Independent Chair should have a broad understanding of the music education sector, including:

- Knowledge and understanding of the Henley Review and National Plan for Music Education (2011)
- Up-to-date knowledge and understanding of Arts Council England/Department for Education policy and guidance around Music Education Hubs, including core/extension roles, ACE relationship framework.
- Knowledge and understanding of the needs and challenges of children and young people in North Yorkshire.
- Knowledge and understanding of issues affecting Local Authorities, schools and Music Services
- Knowledge and understanding of the breadth of formal and non-formal music providers in North Yorkshire and their different models of delivery in and out of school settings
- Significant experience, knowledge and understanding of partnership working

- Experience of chairing meetings
- Experience of working with a broad range of stakeholders
- Experience of budgeting and interpreting financial reports