



Hertfordshire Music Service **Regional Music Development Lead** Job Description

Job Title: Regional Music Development Lead (Responsibilities of specialisms outlined separately)

Employment Contract: Hertfordshire County Council — Hertfordshire Music Service Terms and Condition

Salary: £38,124 per annum (Pro Rata)

Location: Based in 1 of 4 regions of Hertfordshire, with a need to attend various locations as required

Commitment: part-time, fixed term ending 31 May 2026. Annualised hours, primarily aligned to the Hertfordshire academic year term time.

The delivery of the main aspects of this role will likely vary each week, with some weekday evening and weekend work required.

Development time: This is time spent providing musical support, leadership and supporting the development of the HMS music education offer.

Management time: This is time spent delivering performance management, meetings and non-teaching activities linked to supporting HMS and its strategic ambitions.

Hertfordshire Music Service

For over 40 years Hertfordshire Music Service has delivered musical opportunities for young people throughout the county. The service is now one of the largest in the country, with thousands of young people involved in regular musical activities with hundreds of HMS teachers. The HMS 'Musical Voices' vision for 2020-30 aims to ensure all young people in Hertfordshire can discover their own unique musical voice as well as the service becoming a fully inclusive music service.

To achieve the aims of the 'Musical Voices' vision, HMS is now continuing on a journey of transformation to ensure the service is best placed to meet the changing needs of the young people in Hertfordshire over the next decade.

Purpose of the Job

The team of Regional Music Development Leads will be expected to work closely and collaboratively with Regional Managers and the revised Music Leadership Team to support the continued delivery of high-quality musical provision and achieve the aims of the 'Musical Voices' vision.

Through a matrix style working arrangement, the Regional Music Development Lead roles will also operate as regional and/or countywide subject specialists, using the variety of knowledge and expertise across the team to support and mentor colleagues, enabling the Service to reach its strategic goals.

The post holders will support HMS to complete various tasks and activities linked to their individual role, each of which is outlined separately. The post holders will be expected to work closely and collaboratively with the refreshed Music Leadership Team and Regional Managers to deliver and develop relevant strategies effectively.

Alongside their regular teaching commitments, the role may be required to deliver workshops or training sessions as part of the service CPD programme for both internal colleagues and schools as part of an expanded school support programme

Main Areas of Responsibility

- Support the service to deliver on its strategic goals by operating as a regional and/or countywide subject specialist as part of the Regional Music Development Lead team.
- Support, develop and deliver in an area of additional responsibility, as outlined separately.
- Provide advice and support as required to improve musical participation and progressive outcomes. Particular focus will be on improving outcomes for children in challenging circumstances in line with the HMS Equality, Diversity and Inclusion action plan.
- Line manage and develop a team of teachers (typically numbering between 8 and 12 direct reports) to ensure staff are clear on expectations of operational and administration requirements for HMS, and that these are completed in a timely manner.
- Deliver the HMS performance management process following the frameworks and processes set out.
- Work collaboratively to support countywide and cross area projects and events including concerts, holiday courses, residencies, tours, festivals and conferences.
- Meet aims and objectives specific to the area of specialism.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

Person Specification

Please provide a supporting statement which includes examples and evidence of when you have demonstrated the attributes listed below.

Qualifications, Skills, Knowledge, and Experience

- Educated to RQF level 6 and/or equivalent extensive experience of delivering music education activities in a range of settings across many different genres, particularly linked to a specific development lead role
- Evidence of successfully providing musical, educational, and personal outcomes for young people through the delivery of high-quality instrumental music tuition
- Good knowledge of the wider impact of music education with an understanding of related research, advocacy, and pedagogical development
- Evidence of strong stakeholder management skills, particularly with Hub partner organisations
- Experience of mentoring or coaching colleagues
- Good problem-solving skills, utilising knowledge, and experience from across the sector
- Good written and verbal communications skills
- Good teamworking skills
- Strong ICT skills