



## **Director Sought for IAYO National Chamber Music Workshops**

We are presently looking for expressions of interest from those interested in taking up the position of Director of the IAYO National Chamber Music Workshops to take over from Katharina Baker who has been tutor and director for the past thirteen years.

The role will involve planning in advance of the course and being present on the course itself. Below is an outline of some of the advance planning tasks and work that go into the course.

### **Tasks in advance of the course**

- Schedule applicants into meaningful groupings considering level, age and abilities. This may include getting in touch with the students' teachers. This should be done approx. four weeks before the course to allow tutors to be hired according to the need.
  - o IAYO have a list of suggested tutors or suggestions can be made. IAYO will approach, hire and contract tutors.
- Prepare two/three contrasting pieces for each group to work on over the weekend or collaboration with the appointed tutors to find suitable material.
  - o This may include arranging, transposing or simplifying parts to suit specific students.
- Create or prepare a tutti activity where all players and tutors meet in tutti sessions throughout the weekend.
- Finalise a schedule for the weekend in collaboration with the IAYO Programmes Manager.
- Hold a preparatory Zoom meeting with tutors and staff the week before the course.

### **At the Weekend**

- Be on hand for all tutors throughout the course, offering advice where additional music is needed (for example if levels were misjudged), and have additional pieces prepared.
- Lead the tutti sessions and instruct tutors and students.
- Prepare the final concert programme order in collaboration with IAYO staff and tutors.

### **Role Details**

**Role title:** Director of the IAYO National Chamber Music Workshops

**Location:** The role is based remotely but will require attendance at the National Chamber Music Workshops. In 2023, it is planned that the course will take place in Dublin (non-residential for students) over two days in October / November.

**Contract payment:** €900 gross. Musicians who are self-employed will receive the gross amount. Alternatively, the successful candidate can be put on payroll.

Conditions of employment are as described in IAYO's Employee Handbook which can be accessed at <https://www.iayo.ie/about/transparency> with the exceptions of hours, probationary period, salaries, pensions and leave.

### **Equality of Opportunity**





All existing and new positions and promotions within IAYO are open to anyone; the sole criterion being the individual's ability to perform the job in question. In this regard, we operate our policies to ensure total equal opportunities in every respect. We do not discriminate on the grounds of an individual's sex, age, religion, marital / family status, sexual orientation, race, nationality, ethnic origin, disability or membership of the travelling community.

IAYO is fully committed to ensuring that equal opportunities are implemented and developed. All our conditions of service, including pay and benefits, training, transfer and promotion opportunities and general career development opportunities, apply on a fair and equal basis to every member of staff.

To discriminate either directly or indirectly is unlawful and any unlawful discrimination by members of our staff will be dealt with in line with IAYO's Disciplinary Procedure.

As a result, when recruiting for various positions, selection will be made based on the candidates' suitability for the vacant position according to pre-determined job-related selection criteria which will be consistently applied throughout the recruitment process. Equality of opportunity will also include accommodating, where possible, the special needs of individuals to facilitate their participation in the recruitment and selection process. In addition, all employees have equal rights to opportunities for advancement within IAYO.

### **Referencing and Vetting**

Employment with IAYO is subject to Garda Vetting and a child safeguarding referencing process. Any offer of employment is contingent on the receipt of documentary evidence of identity, suitable references as provided in candidates' application forms and completion of the vetting and referencing processes. Candidates may be excluded from working with IAYO on the basis of conviction for offences related to children or young people, convictions that might make a person unsuitable for working with children and young people or the expressed opinion of nominated referees that candidates are not suitable for working with children and young people.

### **How to apply**

Application is by a letter with your expression of interest and CV to Allin Gray at [allin@iayo.ie](mailto:allin@iayo.ie).

Deadline for applications is Monday, 3 April 2023.

Your application will be acknowledged within three working days of receipt. If you do not receive acknowledgement, please contact the IAYO office at [info@iayo.ie](mailto:info@iayo.ie) or on +353 21 421 5185 / +353 86 057 0062.

### **Selection**

A suitable candidate will be selected based on expressions of interest and CV. A short interview may take place online if we feel it is necessary.

Candidates will be assessed by the Irish Association of Youth Orchestras' CEO, the Irish Association of Youth Orchestras' Programmes Manager and an IAYO board member.

