

A Guide to Registering your Interest

Expressions of interest are to be made via an online form. The long answer questions may also be submitted in video format. The deadline for this submission is **10am, Monday 24th August**.

Before you begin the form, please read all the information provided on the [website](#) about the Volunteer Musician programme to make sure that you are both eligible and available to attend the activities included.

To ensure you have everything you need before starting your expression of interest form, we have put together this guide outlining the order and content of the form.

Help with the form

Please do not hesitate to email programmes@musicmasters.org.uk or call 020 3643 5085 for any questions or support you may need, including whether you require an alternative format to make your submission. We are a small team and we aim to respond to messages as quickly as we can. However, to ensure you get a response ahead of the deadline, do contact us as soon as you can.

The form

On the expression of interest form you will be asked to provide:

- Full name
- Instrument(s)
- Email address
- Phone number
- Your current home address (post code only)

Music Performance

Please upload a short musical performance of no more than 2 minutes on your main instrument. This can be music of any genre that demonstrates your musical proficiency and personality. As part of your video, please ensure you introduce the piece of music and briefly tell us why you have selected this.

Long answer questions – video/audio responses also welcome

In these self-reflection questions we want to hear about why this opportunity is important to you, and what skills you're looking to gain or develop. We want to hear

responses which embrace self-discovery and demonstrate curiosity. Tell us about your potential and be honest about where you want to develop. We welcome brave responses which show us your unique personality and communication style. We are particularly interested in responses which evidence some of the characteristics in the role description listed under “who you” be” and “what you’ll bring”, as well as how these connect with “what we’ll provide” and “what you’ll commit to”.

1. Why do you want to be a Volunteer Musician? (max. 250 words)
2. What do you consider the main strengths you will bring to this programme?
These can be musical, social, personal, skills-focused etc. (max. 250 words)
3. What is the main area you would like to develop through this programme? This can be musical, personal, social, skills-focused etc. (max. 250 words)

Self Assessment – Rate your confidence level in the following areas, on a scale of 1 to 5.

We repeat this self-assessment at the end of the programme to measure growth, so lower ratings are not seen as a negative. Please be as honest as possible.

(1 = Not confident at all, 3 = Neither unconfident or confident, 5 = Extremely confident)

- Working within schools and/or education environments
- Collaborating with and supporting a team of musicians and educators
- Creativity and musical exploration (your own knowledge and experience)
- Creativity and musical exploration (with children and young people)
- Adapting to changes and challenges

Needs or Requirements:

Please let us know if there are any adjustments, needs or other requirements that we can support you with throughout this process.

Your confirmations:

- Confirmation that you are living and able to work in the UK.
- Confirmation of whether you have or have not worked with Music Masters before.

Your background and circumstances:

This section is optional. Any information provided will be used for data monitoring purposes so that we are able to continually evaluate who we are reaching, and to inform how the sector can become more inclusive and welcoming. It will also be used to support our selection process, should we need to prioritise those from the groups identified in the role description.

- Age
- Gender (including pronouns)
- Ethnicity
- Nationality
- Disability (recognised under the Equality Act 2010)
- Carer Status
- Sexual orientation

Priority Groups:

In order to provide equitable access to this opportunity, priority will be given to those who meet the minimum criteria and who self-identify as belonging to one or more of the below groups of people:

- A care leaver
- Not in education, employment or training (NEET)
- Global Majority or those who experience racism
- Those who self-identify as deaf/disabled or neuro diverse
- Those who self-identify as LGBTQI
- Those from disadvantaged socio-economic backgrounds
- Young carer

Data:

Your personal data, collected on the expression of interest form, will be used to contact you about the outcome of your submission and, if you are selected, for the administration of the Volunteer Musician programme and subsequent involvement with Music Masters. As described above, we will use some of your data for reporting and

monitoring. This will be anonymised and / or aggregated and will not be shared outside Music Masters, except where you have given specific consent.

If your application is successful, we will retain your application information for 7 years, unsuccessful applicant's information will be held for 1 year following which this will be destroyed. If you take part in the programme, you will automatically be added to the Music Masters Newsletters including news and opportunities from the sector. You can contact us at any time to stop receiving updates. All of Music Masters' data is held in accordance with the General Data Protection Regulation (GDPR). Any data provided by you will be used only for the purposes of your application and it will not be shared with anyone outside of Music Masters. You can always contact us with the request to remove your data. If you have any questions, please email contact@musicmasters.org.uk.

How will Volunteer Musicians be selected?

Our selection process has been informed by Sound and Music's [Fair Access Principles](#) and in consultation with Spot the Gap. We aim to be transparent about the selection process and communicate effectively with all applicants and nominees, regardless of whether they are offered a place on the course or not.

Once the deadline for expressions of interest has passed, all submissions from eligible individuals will be compiled into a full list and provided to a selection panel, representative of a range of musical and professional perspectives. The panel may include members of the wider Music Masters team, trustees and educators. The list provided to panel members will be anonymised, to avoid any bias in the initial shortlisting process. Panel members will be asked to assess expression of interest submissions against the programme description and a scoring matrix.

Anyone considered to have demonstrated the criteria and characteristics in the programme description will be considered for the project. In the case of an excess levels of interest, the submissions will be ordered from highest to lowest scores. Those that self-identify as one or more of the prioritised groups in the programme description will be prioritised first. Should there be any additional spaces left in the programme the remaining and top-scoring applicants will be selected to take however many places are left. Where two or more individuals are scored the same, those from a prioritised group may be favoured over the other(s). Anyone shortlisted will be informed as soon as possible after the deadline.