



Music, Communication, Inclusion

Trainee Include Choir Director (Epsom Choir)

Award-Winning Surrey charity, Include.org, is looking to welcome Trainee Include Choir Directors to our team.

The Include Choir is an uplifting, inclusive choir for adults with and without communication or learning disabilities. We use Makaton signing and other inclusive communication techniques to involve everyone and raise awareness of inclusive communication skills.

We are currently looking for Trainee Choir Directors to run our new term time choir for people age 16+ in Epsom, on a Tuesday evening from 5:30 till 7:30pm.

Training Programme

Free training in all aspects of directing the choir and using inclusive communication techniques will be provided. This training includes accredited Makaton training up to level 4 (worth several hundreds of pounds), needed to lead the choir.

As well as online and Makaton Training, Trainee Choir Directors will be expected to observe at least 2 sessions, before delivering parts of the session as Assistant Choir Directors.

Trainees will be paid £25 for this delivery, and will be observed delivering a minimum of 3 activities, before preparing and delivering a whole choir session as the final part of the training assessment.

Once fully trained, Trainees will be able to take on the role of Choir Director. Choir Directors will be paid a session rate of £85 (inclusive of resource preparation).

Training will take place from 18th April 2023 and will include:

- Online Inclusive Communication Training
- Online Mental Capacity Act Training
- Online / in-person Makaton Training (depending on level of need)
- Resource preparation
- Practical session delivery and assessment.

Total duration of the training will depend on the level of Makaton and other skills training needed, but we aim to have our first cohort of trainees ready to deliver sessions independently by the end of the summer term.

In addition to the Epsom Choir sessions, Choir Directors will also be offered paid opportunities to deliver workshops, concerts, online choir sessions - and to provide cover for the Include Choir in Redhill.



Our Values

Whenever you are with Include.org, you can expect staff, volunteers and members to be:

Kind Empowering Fun Inclusive Respectful

and all services to be based on speech and language therapy best practice and the principles of co-production.

Job Description:

DUTIES on completion of training:

The following is not an exhaustive list, but gives an overall idea of what can be expected:

- Lead weekly choir sessions which promote inclusive communication and break down barriers between people with communication needs, support / care staff teams and members of the community
- Welcome members and encourage individuals to feel involved and included throughout the sessions
- Arrange and lead sessions and performances
- Create accessible resources. This includes, but is not limited to the following:
 - Learn, teach and perform Makaton signed songs, to the standard expected by the Makaton Charity
 - Source and maintain objects of reference
 - Prepare song sheets
 - Create powerpoint rehearsal schedules using Photosymbols, Makaton symbols and other images
 - Create simplified chord-sheets for the band (as needed)
 - Assist with impact measurement and data collection
- Work with the Session and Volunteer coordinator to identify and support the volunteers needed to run the choir
- Liaise with the **Include** Team
- Maintain confidentiality at all times
- Be a representative for **Include** - may include appearing on our social media etc

Person Spec:**DESIRABLE:**

- experience of working with people with a learning disability or communication need
- experience of leading a choir or other creative arts group
- Speech and Language Therapy qualification or experience
- knowledge of Makaton signs up to Level 4
- knowledge of a range of inclusive communication techniques

ESSENTIAL:

- a good level of musical knowledge and skill
- excellent communication skills
- a friendly and flexible disposition
- a team worker
- understand and support the concept of an inclusive community
- good organisational and time-keeping skills
- creative and fun-loving

WHERE: Blenheim School, Epsom, KT19 9BH, plus home-based admin work and occasional travel for performances

WHEN: Tuesdays: 5.30 -7.30pm term times, plus additional performances.

FEE:

Trainees will be paid £25 per session, during the assessment period.

The Choir Director Fee is £85 per session (which includes preparation and administration) and out of pocket expenses, on prior agreement with the CEO.

This is a freelance position, so you will be responsible for your own tax/NI contributions. Fees will be payable on receipt of an invoice at the end of the month, unless alternative arrangements are agreed in writing with the Senior Staff Team or Trustees

IF YOU ARE INTERESTED.

Please spend some time on our Youtube channel

<https://www.youtube.com/c/IncludeTube> or [The Include Choir Online](#), getting to know

Include and the work we do.

To apply, please send a covering letter/email outlining why you would like to join us, your experience and how you fit the person specification. This should be accompanied by an up-to-date CV.

Prior to interview, you will be invited to come along to join the choir on a Wednesday evening in Redhill.

If you have any queries, please email Alix Lewer at alix.lewer@include.org or call 07446 897835 for an informal chat

Closing Date: 24th March 2023



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<https://www.youtube.com/includetube>



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