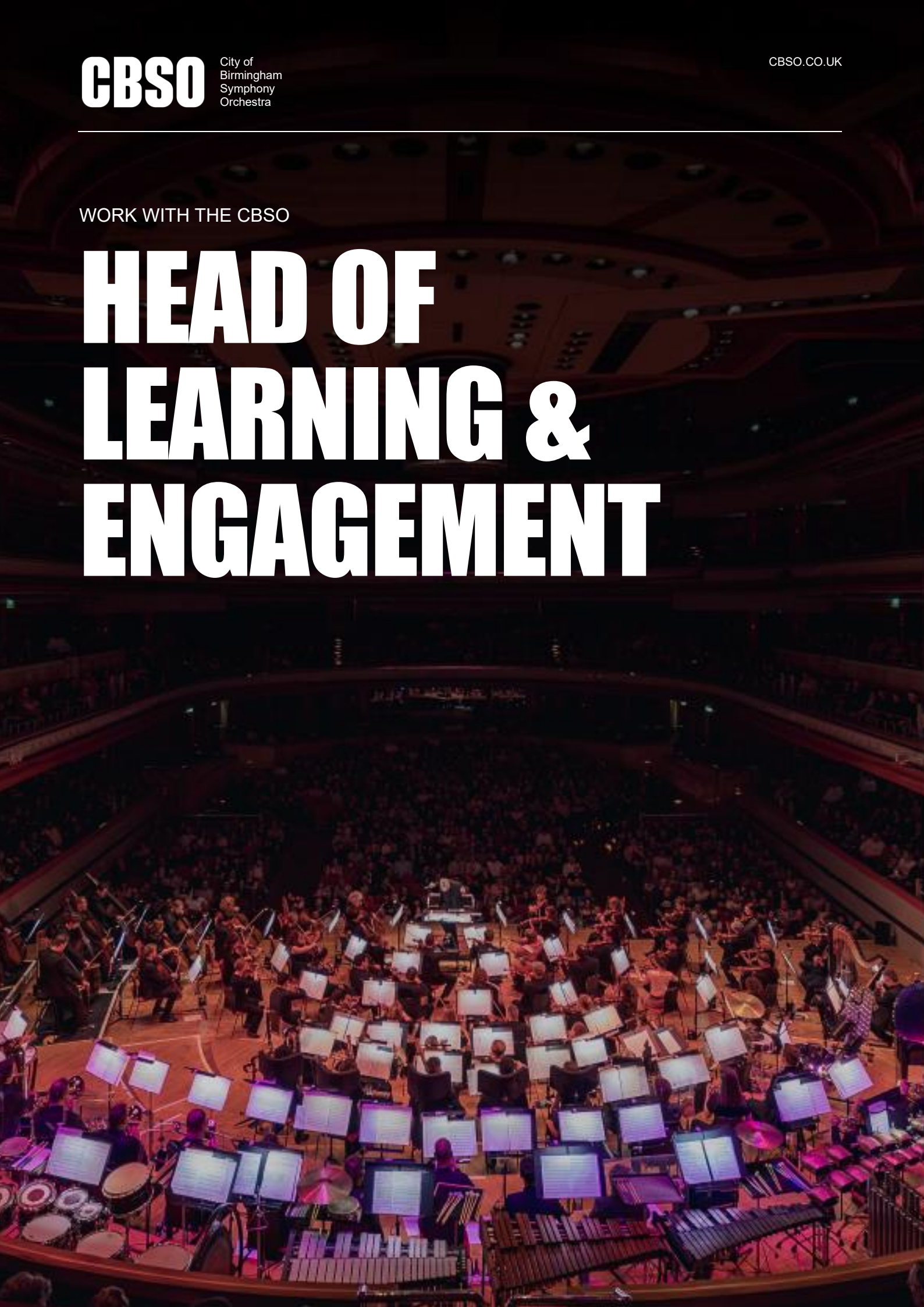


WORK WITH THE CBSO

HEAD OF LEARNING & ENGAGEMENT



HEAD OF LEARNING & ENGAGEMENT

The Head of Learning & Engagement will drive the CBSO's programmes for young people and communities across the Midlands and beyond.

This includes:

- Our programme of work for schools, including the Shireland CBSO Academy and our annual schools' concerts programme;
- The CBSO's talent development programme, including CBSO Youth Orchestra, Project Remix, and our work with UK conservatoires including the long-term partnership with Royal Birmingham Conservatoire;
- Our work for and with local communities, including the CBSO Community Board and related projects;
- Spearheading the CBSO's commitment to wellbeing and access across all of our youth and community ensembles.

The role will also act as the strategic lead for safeguarding, wellbeing, and inclusion across the organisation.

HOURS: 40 hours per week

HOLIDAYS: 25 Days plus bank holidays

LOCATION: Birmingham based with some hybrid working

REPORTING TO: Director of Artistic Programmes

SALARY: £45,000 per annum

ABOUT THE CBSO

[The City of Birmingham Symphony Orchestra](#) (CBSO) is an internationally celebrated symphony orchestra, at home in Birmingham. A family of 90 incredible musicians, led by Chief Conductor and Artistic Advisor Kazuki Yamada, proud to make exciting musical experiences that matter.

Resident at Symphony Hall, the orchestra performs over 150 concerts each year in Birmingham, the UK and around the world, with music that ranges classics to contemporary, soundtracks to symphonies, and everything in between. For more than 100 years, it has been involved in every aspect of music-making in the Midlands, and through its wide-reaching community and education projects, and family of choruses and youth ensembles, this continues to grow. Helping to build a life-long love of music for audiences, communities and musicians across Birmingham, the West Midlands and beyond.

OUR COMMITMENT TO EQUALITY AND DIVERSITY:

The CBSO is an equal opportunity organisation: we value diversity in our organisation and welcome applications from everyone. We consistently monitor our recruitment process to ensure that individuals are selected based on their relevant merits and abilities and receive equal treatment.

You will be welcomed at the CBSO and will find an inclusive environment where different views and experiences are valued, and everyone is able to be themselves. We recognise and understand the importance of diversity and inclusion and want our organisation to be representative of the audiences, people, and communities we serve.

KEY RESPONSIBILITIES

Leadership

- Provide leadership to the Learning & Engagement team, ensuring effective delivery of all projects, performances, and partnership activities.
- Act as key liaison between the Learning & Engagement team and CBSO's salaried musicians and guest artists relating to all education and community work.
- Provide leadership for the Community Board, working with the Board Chair to set strategy and ensure delivery on all community board projects and activities.
- Monitoring and evaluation lead for the department, ensuring that all programmes and activities are appropriately evaluated to support ongoing development of the work and suitable reporting for funders.
- Connect with sector leaders in the cultural education sphere to understand how the CBSO's programme might connect with arts and education policy, and providing strategic oversight of this area to the CBSO's Senior Management team.
- Working collaboratively with the Director of Artistic Programmes and Planning team.

- Find appropriate opportunities for training and continued professional development for staff, musicians, and freelance artists in areas related to this role
- Seek out training for staff and musicians

Programming & Planning

- Work collaboratively with the Director of Artistic Programmes, Learning Programme Manager, CBSO musicians, and external guest presenters to ensure a representative and exciting programme of performances for children, families, and communities. This includes schools' concerts, family concerts, concerts for early years, and performances in community settings.
- Support musicians to programme and deliver appropriate projects and performances for young people and communities across the region and beyond.
- Work collaboratively with CBSO musicians and communities to develop new work to engage young people and new audiences.

Budgeting & Finance

- Work closely with the Director of Artistic Programmes to design and set annual budgets for CBSO's Learning & Engagement work.
- Work closely with the relevant managers and Finance team to ensure appropriate tracking of income and expenditure across the department.
- Seek out opportunities for income generation within the Learning & Engagement programme.

Safeguarding, Child Performance Licensing, & Wellbeing

- Act as the organisation's Designated Safeguarding Lead, ensuring all policies and procedures are up to date, implemented, and in-line with best practice. This includes; training, day-to-day management and triaging of reports. The DSL reports to the CEO, who reports to the board.
- Be responsible for Child Performance Licensing across the organisation including BOPAs, chaperones, paperwork and reporting.
- Ensure the wellbeing of the CBSO's participants is of paramount importance to the organisation. In collaboration with the specialist Wellbeing Lead, design and deliver the Wellbeing Strategy, support the Wellbeing Collective, and ensure excellence and access are of equal importance at the CBSO.
- Work closely with the Chorus Department to ensure safeguarding, inclusion, and staffing of the CBSO's choirs for young people and communities.

Partnerships

- Act as strategic oversight between the CBSO and the Shireland Collegiate Academy Trust, ensuring clear communication and strategic alignment with the Principal of the Shireland CBSO Academy. This includes: support with fundraising, national lobbying and speaking opportunities, and supporting relevant events.
- Take an active role in representing the CBSO at local, regional, national, and international forums to advocate for CBSO's work, specifically in the areas of education, community engagement, and youth ensembles.

- Oversee partnerships between education institutions (including primary, secondary, and tertiary level institutions), Music Hubs, community organisations, and other relevant individuals and organisations.

Fundraising & Reporting

- Work closely with the CBSO Development team to identify suitable funders for programmes of activity, support the application process, and provide appropriate data and monitoring information for reporting.
- Provide content and data, as needed, for Arts Council England reporting.
- Lead on the data collection and reporting for large-scale Learning & Engagement grants, for example, Purposeful Ventures and Leverhulme Trust.
- Provide content and data, as needed, for reporting for the CBSO Board.

Events & Activities

- Working alongside the Community Board, and colleagues in the organisation, to support the programming and planning of events for community audiences. This will involve leading on the management and production of events at the CBSO Centre and elsewhere across the region.
- Supporting the Artistic Programmes teams in delivery, management, and support of events and concerts elsewhere across the programme as and when required.

Other duties

- Any other duties deemed reasonable for the role as directed by the orchestra's senior management team.

PERSON SPECIFICATION

The successful candidate will have:

- A passion for sharing art and culture with young people and ensuring widest possible access to the arts.
- Experience in a leadership role covering education and arts participation, including working with a broad range of stakeholders (young people, communities, professional arts sector etc.).
- Experience of people management in a fast-paced organisation.
- Experience of safeguarding (either as a Designated Safeguarding Lead or Officer, or trained to Level 3+) in arts organisations, and an awareness of the challenges facing young people today.
- Excellent financial skills and awareness, with experience of managing significant budget portfolios.
- Experience of fundraising (leading and supporting bids and reporting), and alignment of programmes with national and local policy.
- A strong commitment to youth and community voice in arts institutions, as well as equity, diversity, and inclusion. An understanding of how relevant strategies and processes can be embedded across the department and organisation.
- Willingness to work frequent evenings and weekends in Birmingham, and to travel nationally and internationally when required.
- A strong and resilient individual who can champion the work of the Learning & Engagement team and arts engagement.

Desirable skills and qualities

- A passion for music and working knowledge of orchestras and music education.
- Experience of managing artists and professional musicians.
- Experience of working collaboratively with colleagues from across the organisation and of all levels of seniority.
- Experience of Child Performance Licensing and requirements.
- Experience and confidence in public speaking.

HOW TO APPLY

To apply for the Head of Learning and Engagement Role please send a CV and a supporting statement of no more than two pages of A4 to Catherine Arlidge, Director of Artistic Programmes on CArlidge@cbso.co.uk

We ask that you complete the equal opportunities information online when you submit your application. The information collected will be treated as confidential and used for to help the CBSO improve its approach to becoming a more diverse and inclusive organisation. It will not be treated as part of your application.

Finally, please ensure that you have included your contact number and email address, as well as any dates when you will not be available or might have difficulty with the indicative interview timetable.

RECRUITMENT TIMETABLE:

Application deadline: **9am, 29th October 2026**

Interviews: **Shortly thereafter**

If you wish to have an informal discussion about this role, please contact Catherine Arlidge, Director of Artistic Programmes on CArlidge@cbso.co.uk