

JOB DESCRIPTION: AFTER-SCHOOL MUSIC & CREATIVE FACILITATOR (AGES 8-15) [TCMAF-ASC]

This is a freelance position, and the role holder is expected to deliver sustainable, inclusive and high-quality creative music activities for young people through True Cadence's after-school provision.

As an After-School Music & Creative Facilitator, you will be responsible for designing and delivering engaging workshops for young people aged 8–15, supporting their development in songwriting, rap lyric writing, creative storytelling and performance. You will work closely with the programme team to create a supportive and inclusive environment where participants can express themselves, build confidence and develop their creative skills.

Due to the nature of the role, applicants must be based in or within easy travelling distance of Barking & Dagenham and able to attend weekly in-person sessions.

Sessions take place on Tuesdays and Wednesdays from 4:00pm to 6:00pm. Facilitators are expected to arrive in advance to prepare the space, set up equipment, receive any final briefing and be ready to begin promptly at the scheduled start time.

Facilitators will design and deliver their own session plans in line with programme aims and participant needs.

Ideally, your area(s) of expertise falls into the following categories:

- Songwriting facilitator (various genres welcome including rap/hip hop and spoken word)
- Fun and engaging music activities for children and young people
- Vocal and performance coaching
- Creative writing and storytelling

OUR OFFER

- This is a freelance position with competitive hourly rates (£20–£35 per hour depending on experience and qualifications). Payment is based on the scheduled session delivery time (4:00pm–6:00pm).
- Opportunities to contribute to ongoing youth programmes across the organisation.
- Opportunities to develop professionally within a supportive creative environment.
- Fulfilment from making a positive difference in the lives of young people and the local community.

MAIN DUTIES AND RESPONSIBILITIES

- Design and deliver high-quality creative music workshops for groups of up to 20 participants aged 8–15.
- Plan structured, engaging sessions suitable for mixed ages, abilities and attention spans.
- Create an inclusive environment that supports young people with SEND and varying needs.
- Arrive in advance to prepare the space, set up equipment and receive briefings.
- Ensure sessions start and finish on time.
- Encourage confidence, teamwork and positive participation while maintaining a calm, structured environment that supports focus and respectful behaviour.
- Maintain clear expectations and boundaries to ensure sessions run safely, smoothly and on time.
- Confidently lead the group and sustain engagement throughout the session.
- Liaise regularly with the Programmes and Operations Manager regarding session progress and planning.
- Ensure activities follow safeguarding best practice for children and young people.
- Adhere to health and safety and risk assessment procedures.
- Work within True Cadence's plan, do, review and improve framework to support programme outcomes.
- Provide written feedback to support monitoring and evaluation.
- Ensure all activities comply with True Cadence safeguarding policies and procedures.
- Support session pack-down where required.

Qualifications/Experience

- Minimum of three years' experience working with children and young people.
- Experience delivering creative or music-based workshops or after-school clubs.
- Experience supporting participants with SEND or additional needs.
- Ability to confidently lead mixed-age groups and maintain engagement.
- Must be able to travel reliably to Barking & Dagenham for weekly sessions.

PERSON SPECIFICATION

Skills and experience:

- Strong background in music, creative arts or youth work.
- Experience working with children and young people aged 8–15 in community or educational settings.
- Ability to design and deliver engaging, age-appropriate activities.
- Strong interpersonal and communication skills.
- Commitment to equity, inclusivity and diversity.
- Ability to work within established policies and procedures.

- Effective time management and reliability.
- Understanding and commitment to safeguarding.
- Ability to work flexible hours including evenings.

Personal Attributes

- Patient, calm and approachable.
- Creative and adaptable in delivery style.
- Able to build trust with young people across a wide age range.
- Positive role model with clear boundaries.
- Naturally confident leading a group and maintaining a well-managed environment.
- Able to guide behaviour positively and keep sessions focused.
- Ability to work independently and take initiative.

Application Process

To apply for this position, please submit a CV and cover letter outlining your relevant experience and interest in the role. If available, include links to examples of your work or sessions delivered.

Additional Information

True Cadence CIC is an equal opportunity employer and welcomes applications from all qualified candidates. This role is subject to an Enhanced DBS check. Due to the high volume of applications we receive, we regret that we are unable to respond to unsuccessful applicants individually or provide feedback.

Closing date: Open until filled

Applications: Reviewed on a rolling basis

We are building a pool of freelance facilitators and will contact suitable candidates as opportunities arise.