

SERIOUS

MILESTONES



RECRUITMENT PACK

Are you keen to develop your ability to put on incredible live music events and build your experience within the industry? We are looking for motivated, aspiring event producers to become part of our professional development programme, Milestones, for participants aged 18-23.

The project offers masterclasses in all aspects of the live events industry, delivered by Serious's team of experts. You will then be given the opportunity to programme, produce and deliver your own event taking place at the EFG London Jazz Festival in November 2024.

Milestones is an exceptional opportunity to build the skills and experiences needed to develop your own career within the music and live events sectors. You will have the chance to attend industry masterclasses, work with exciting artists and programme and produce an event in one of the biggest jazz festivals in the world.

PROJECT PLAN

The programme will start with an induction meeting, to assess participants' interests and any areas of focus to be covered throughout the scheme.

We will then hold 5 digital workshops, covering all areas of the live music industry – including programming, event production, budgeting, marketing, and creative engagement – delivered by members of the Serious team. Following on from these initial skills building sessions, we will run programming and production meetings, enabling participants to plan and deliver their own live event, a daytime takeover at the Southbank Centre held as part of the EFG London Jazz Festival.

The workshops and meetings will be held digitally so can be joined from anywhere in the UK. We will hold one programming meeting in-person in June, in addition to the event day in November, so this will require two trips to London (travel and food costs will be reimbursed). All activity takes place in the daytime, so overnight accommodation is not reimbursed through the scheme.

We will arrange work experience and shadowing opportunities at high-profile Serious events throughout the year, which will be offered to Milestones participants. This will include supporting show managers and artist liaisons to deliver shows across our year-round programme of events, at venues across the UK. During the EFG London Jazz Festival (15-24 November) there will be a number of additional volunteering opportunities.

Milestones offers participants the chance to:

- Take part in masterclasses with industry professionals
- Oversee the planning and delivery of a high-profile event
- Gain backstage access to some of the UK's top arts venues with backstage tours
- Get free access to gigs and events (depending on availability)
- Gain an insight into how a leading live music producer & promoter operates
- Work and socialise with the other young professionals
- Develop organisational and communication skills
- Receive ongoing mentoring and support from the Serious team

BURSARY AND EXPENSES

The project is free and all participants will receive a bursary of £150 each for their time programming and producing the event. This is dependent on attendance and may be deducted if participants miss multiple sessions. This bursary will be paid at the end of the project.

We will also cover travel and food expenses for the two trips to London.

WHO WE'RE LOOKING FOR

We are looking for applicants who are committed, hardworking and passionate about live music and events. We want to work with people who can get the most out of this programme, who can showcase a love of live music and a want to build a career in the industry.

Applications are open to people from across the UK with two trips to London needed. We are open to applications from people of all backgrounds and circumstances, but particularly welcome applications from participants who face additional barriers in society. In this first year of the project, we are particularly keen to receive applications from:

- People from the Global Majority
- Women, trans and non-binary people
- Those from lower socio-economic backgrounds
- D/deaf and/or Disabled, or have a long term health condition

We will be looking for applicants who:

- Can demonstrate a keen interest in music and the arts and an aspiration to build a career in the sector, and a desire to develop arts administration skills.
- Have a particular area of interest in the music industry (Production, Programming, Communications etc) or a more general interest. If you have a specific area of interest please make it clear in the application
- Have a committed, driven and enthusiastic attitude



DATES

Applications open on 15th March and the deadline is 5pm on 19th April.

We may want to meet applicants before accepting them on to the project in which case we will have online meetings 22-25th April. This will be an informal conversation to get to know you a little better.

All applicants will be informed of the decision by 26th April.

Successful applicants must be able to commit to the following dates.

Workshop dates (6-8pm):

9th May (An induction meeting)

16th May (Masterclass on Programming)

23rd May (Masterclass on Production)

30th May (Masterclass on Creative Engagement & Talent Development)

6th June (Masterclass on Finance and Budgets)

13th June (Masterclass on Marketing)

Programming and production meetings:

We will do an in-person programming and production meeting at our offices in London in June (likely held on Saturday 29th June) and arrange tickets to an optional gig that evening if you're able to attend.

There will be monthly digital meetings (excluding August) to work on the production of the event, dates TBC. In between, there will be decisions that need to be made over email and some tasks that need to be completed independently.

Event in EFG London Jazz Festival:

This will be held on Sunday 24th November, the final day of the Festival, at the Southbank Centre. You will be required to be there from late morning until the event finishes at 7pm.

There will be other work experience and shadowing opportunities to be arranged through the project.

APPLICATIONS

Up to 8 people will be selected to take part in this programme.

To apply, please complete the application form. Please email with any questions: creativeengagement@serious.org.uk.

The deadline for applications is the 19th April 2024, 5pm. Successful applicants will be contacted by Friday 26th April 2024.

If you have any difficulties completing the form, or would rather apply via video, voice recording or other means, please do not hesitate to get in touch and we will do our best to help.