Music Venue Trust Wales Coordinator

Music Venue Trust is a UK Registered Charity which acts to protect, secure and improve UK Grassroots Music Venues for the benefit of venues, communities and artists. This part-time permanent post will create and deliver specific support, development and events which are relevant to the needs of grassroots music venues in Wales and inform a national picture that is inclusive of the agenda in every country and region of the UK.

MVT Wales Coordinator (Part Time)

- £27,500 pro rata (3 days a week)
- Work from home *
- 20 days holiday plus bank holidays (pro rata)
- Workplace Pension

* The MVT Wales Coordinator will work remotely but will be expected to travel to attend meetings and events, and to join other team members on occasion. We hold 4 in person team meetings per year plus the whole team is involved in delivering Venues Day in London every October. All travel and accommodation costs will be covered for the work.

Role

- Be the first point of contact for enquiries about MVT's work in and relevance to Wales
- Support and develop the Music Venues Alliance network of venues in Wales to build awareness, interaction and representation on a regional and national level
- Represent MVT at relevant networking meetings and events
- Develop key relationships across Wales with relevant agencies and bodies to further the efficacy of support for GMVs
- Work with MVT's core team on specific issues relating to venues in Wales. The Welsh Coordinator will form part of the Venue Support team, headed up by our Venue Support Manager, which provides frontline support to individual venues, including the Emergency Response Service. In 2023 this team will include 2 coordinators for England, one for Wales and one for Scotland
- Work with the COO and Venue Support Manager on development plans for the nation
- Work with MVT and key partners to organise any relevant events in Wales and identify existing events that MVT might add value to, consider partnering with or contributing to
- Input into content for national networking event Venues Day (in London) to ensure that Wales is represented on the UK stage
- Identify Gurus with specialist knowledge in Wales
- Identify opportunities specific to Wales in relation to areas such as Planning, Licensing, Training and Apprenticeships, Local Authority operations and Funding.

Requirements

- An understanding of the vital role that Grassroots Music Venues play as cultural, social and economic hubs within their communities and their contribution to the UK music industry
- Experience of working in a GMV
- Experience of engaging with local authorities and/or governmental bodies, funders, the cultural sector and music industry
- Strong networking and communication skills
- Willingness to travel

If you think this role describes you then please apply by sending us your CV and a covering letter, which clearly outlines your suitability for this role and how you meet the requirements in the job description.

MVT is committed to building a team that represents a variety of backgrounds, perspectives, and skills. The more inclusive we are, the better our work will be.

If you have questions that need to be answered before you feel you can apply, please email beverley@musicvenuetrust.com.

If you are ready to apply, please send your information to katie@musicvenuetrust.com before 5pm on Tuesday 10 January 2023.