



iSingPOP Freelance Project Leader

Role description and responsibilities

Date:	January 2024
Hours:	Freelance
Rates:	£150 Day rate* (**)
Work Location:	Varied locations including churches and schools.
Responsible to:	Operations Manager

*Day rate is defined by all tasks concerned with the teaching and concert(s) within one day, this may include any necessary overnight stays.

** London Weighting (£20 per day)

iSingPOP is part of Innervation Trust, a Christian charity that creates and develops music, resources, and projects to bring today's young people a message of hope. iSingPOP is a primary school singing, performing and resourcing project that helps children and families engage in Collective Worship in school, church and at home.

The iSingPOP Main Event is usually a 4-day singing and performing project in school. Where children learn 7 songs that focus on Christian values.

During these days, we share the good news of the Gospel (in line with the ethos of the school), with the school community through engaging singing, dancing, and teaching. These are followed by concerts usually held in the local church that celebrate the achievements of the children, school and church and to bring them together in worship.

Classroom Worship is a fun filled, interactive digital resource for Collective Worship.

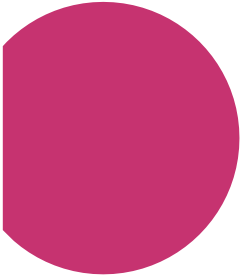

The Pop Box is a pick and mix worship resource for church leaders, children, and youth teams.

Workshop Days are a deeper delve into Christianity.

The Praise Team is a group of project leaders who come together for events to help children and families engage in worship.

Specific responsibilities of our freelance Project Leaders

- ✓ To work in school for the whole project This will usually be 3 days one week teaching the songs in school with the 4th day (concert day) the following week. (Full training will be given).
- ✓ Some projects might include a recording day, where the project leader is assisted by a sound engineer for the day, and the children will be recorded for their own school album.
- ✓ To arrange, and attend a pre-project meeting (online or in person), with the school and Church in preparation for the project/workshop, and to ensure that you have communicated with the sound engineer regarding details and tech.
- ✓ To teach the whole school the required talks, songs, and dance routines for the project week/workshop day.
- ✓ To coordinate all the arrangements for the concert (usually the following week) of the project and be thoroughly prepared for the day, including liaising with the church contacts and the Sound Technician prior to the event, completing the provided Risk Assessment, positioning the children carefully so they can be seen, directing the children confidently, introducing the songs to the audience.
- ✓ To cultivate excellent relationships with staff, church representatives and parents during the week, offering additional iSingPOP products when opportunity arises.
- ✓ To liaise with the iSingPOP head office when required, to ensure the school and church have everything they need.
- ✓ To lead each project using iSingPOP's online database (training will be given) working to the relevant deadlines as detailed on the system.
- ✓ To respond to correspondence from the iSingPOP team in a timely fashion.
- ✓ To take care of equipment provided and report any issues in a timely manner.

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- ✓ To network and develop church/school contacts to share with the Operations Manager, with a view to identifying and booking new projects.
 - ✓ To champion the highest standard of safeguarding. This includes completing and refreshing all Trust (and school) required training.

Requirements of the role



Project leaders are required to work as part of the iSingPOP team, they will on occasions be required to undertake tasks not specific to their role, but in support of the overall mission of the organisation relevant to the role.

The Project Leader requires a positive and confident nature, and must be able to liaise with schools, staff, church members and the general public.

The role requires the Project Leader to be professional, inspirational, and approachable, with a pleasant and friendly manner; with the easy ability to communicate well and to adapt to changing demands.

Person Specification

Skills & Abilities

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- Able to proactively engage with all children from a diverse range of contexts.
 - Able to lead children in singing.
 - Able to lead children in dancing.
 - Able to plan and lead projects in school.
 - Able to present the teaching behind the values to children in a culturally relevant way.
 - Ability to proactively build strong, healthy relationships with children and staff.
 - Confident at public speaking to children as well as adults
 - A team player who is able to enthuse and inspire others about the project, self-motivated and able to work, where appropriate, on their own
 - Able to plan and organise work.
 - Able to attend training days in a central location.
 - Basic IT and administrative skills
 - Be able to drive (with the appropriate business class 1 insurance)

Relevant Experience

- Experience of working with children on a regular basis, with evidence of establishing positive relationships
- Experience of singing and dancing
- Understanding of safeguarding issues
- Experience of working with children in a Christian context
- Experience of Microsoft teams and Monday.com (Preferable)

Other Requirements

- Serve God with a servant heart.
- Behave in a manner which is courteous, professional at all times.
- Able to manage behaviour in schools in a fun-filled and engaging way.
- Able to own and share the vision, aims and values of iSingPOP with a wide variety of people.
- Dress appropriately.
- Willing to work unsocial hours when required as agreed within the role.
- An eagerness to learn and develop, to try new things and work with flexibility and enthusiasm

This post is subject to an Occupational Requirement under the Equality Act 2010. The post holder must be able to reflect, lead, and participate in, the core Christian ethos and context of the organisation