

WILTSHIRE MUSIC CENTRE
BRADFORD ON AVON

Job Description

Pastoral Support Assistant
West of England Youth Orchestra (WEYO) Winter Course

29 December 2026 - 3 January 2027

Freelance Role | £95 per day
Location: Wiltshire Music Centre, Bradford on Avon

The **West of England Youth Orchestra (WEYO)** is a regional full-size symphony orchestra for talented young musicians aged 12–21 from across Wiltshire and the South West. Led by **Tim Redmond (Professor of Conducting, Guildhall School, London)**, the orchestra meets three times a year for intensive courses, working with top-class tutors, guest artists and conductors.

We are looking for a **caring, enthusiastic and confident Pastoral Support Assistant** to join us for the **WEYO Winter Course 2026/27**. You will help create a warm, safe and inclusive environment where approximately 60-70 young musicians can thrive musically and socially.

About the Role
As part of the pastoral team, you will support the health, safety and wellbeing of all participants, helping young people to feel welcome, happy and confident. Working closely with the Creative Learning team, you will foster a positive, supportive atmosphere and ensure young people can be themselves and reach their full potential.

Please note: Applicants must be **age 20+**, not related to a current WEYO member, and if previously in WEYO, must have left **2+ years ago**.

Key Responsibilities

- Build a safe, supportive and inclusive environment for young people
- Be aware of individual medical, access and wellbeing needs
- Plan and lead informal social activities and games
- Be a positive role model and champion young people's voices
- Manage pastoral issues, incidents or concerns calmly and appropriately
- Support daily delivery of the course
- Ensure safe practice and adherence to WEYO safeguarding policy

Person Specification

- Experience working with young people
- Friendly, caring and approachable, with strong communication skills
- Reliable, organised, and able to use initiative and work in a team
- Positive, non-judgemental and committed to inclusion
- Strong commitment to safeguarding, wellbeing and safe arts practice
- **Enhanced DBS check with barred list (on the Update Service)**

Dates

- Tues 29 December: 9am–5.30pm
- Wed 30 December: 9am-5:30pm
- Thurs 31 December: 9am–5.30pm
- Fri 1 Jan: 9am–5.30pm
- Sat 2 Jan: 1.30pm–9.30pm
- Sun 3 Jan: 11.30am–5:30pm

Plus one planning meeting in advance with the Creative Learning team (up to 2 hours).

Fee

Total fee, including planning meeting and VAT **= £570**

Safeguarding

This role involves regular contact with young people and adults at risk. Appointment is subject to an Enhanced DBS check, references, and suitability declarations. For Safeguarding information: www.wiltshiremusic.org.uk/safeguarding

How to Apply

Please email Cassie Tait, Head of Creative Learning (cassie.tait@wiltshiremusic.org.uk) a short covering email explaining your interest and suitability (max 150 words), and an up-to-date CV including full contact details, relevant experience and 2 references.