



# **Club Soda Media Team Leader Application Pack**

## Who is Club Soda?

**Club Soda** is a disability-led charity in Croydon providing creative, music and media opportunities for people with learning disabilities.

***Our advisory board, the AdFizzory Group,*** is made up of adults with learning disabilities from different areas of our charity who help make creative decisions about how we run.

We are a charity for **Creatives, Campaigners & Gig Goers!**

**We run weekly workshops** in music making, djing and media. We mentor artists who produce original music, deliver inclusive live events and perform across London.

**Our Gig Buddies Croydon** project matches adults with learning disabilities to volunteers with similar interests so they can enjoy the things they love together.

**Our Leisure Link Project** is a group for people with learning disabilities who meet once a month to produce a monthly magazine about inclusive and accessible events in Croydon, review venues & events and produce a popular podcast.

We have a rebellious spirit and want to shake up our local community for the better. ***Everyone has the right to enjoy a social life, be the last on the dance floor or be the DJ!***

## The Media Team

Our media training project is a pioneering initiative aimed to empower young adults with special educational needs and disabilities by providing them with access to high-quality arts training and valuable work experience opportunities.

Our primary objectives are to foster creativity, enhance employability, and promote inclusivity within the community.

Since the project began in 2022, media team members have developed their skills, showcased their talents and were able to access and enjoy music and the arts. The media team used their talents to create original content that has been live streamed on Club Soda's social media channels.



## Media Team Leader

Below is a **job description and person specification** for the role of Media Team Leader. Please read these carefully before applying.

The Media Team Leader is a freelance position and as such you will be required to pay your own tax and national insurance contributions.

The job is for approximately **1 day a week** (typically on Tuesdays) with occasional events held on Mondays and Fridays. The daily rate of pay is **£180 or £90 for half-day**.

The successful candidate will be subject to an Enhanced DBS check.

To apply please **send an expression of interest to** [info@clubsoda.org.uk](mailto:info@clubsoda.org.uk) **telling us why you'd be great at the job.**

<b>Job Title:</b>	Media Team Leader
<b>Location:</b>	Croydon
<b>Contract Type:</b>	Part-time equivalent to 1 day a week with further opportunities
<b>Salary:</b>	£180 per day (£90 half day)
<b>Accountable to:</b>	Director

---

## Summary

Club Soda seeks expressions of interest for a Media Team Leader role. As a leader in our pioneering media training project, you'll empower young adults with special educational needs and disabilities with skills

relating to digital media production. This role offers an opportunity to make a meaningful impact on the lives of young people.

Our media training initiative empowers young individuals with diverse abilities, providing access to arts training and valuable work experience opportunities.

You will lead regular sessions in filming, interviewing, live streaming, podcasting, and more for young people with learning disabilities.

#### Training Goals:

1. **Skills Development:** Equipping participants with creative skills in photography, filmmaking, podcasting, live streaming, and social media management through hands-on training.
2. **Inclusive Arts Access:** Make the arts more inclusive by showcasing participants' work at live events and through digital media, challenging stereotypes, and highlighting creative abilities.
3. **Employment Pathways:** Bridge the gap between artistic skill development and employability, preparing trainees for careers in the arts and other fields, enhancing employment prospects, and promoting independence.

#### Expressions of Interest:

- No formal application process: we invite expressions of interest.

### **Key Responsibilities – Media Team Leader**

#### **1. Lead Training Sessions:**

- Conduct engaging and informative training sessions in various media production aspects, such as filming, interviewing, live streaming, podcasting, and more.

- Tailor sessions to participants' interests and abilities, ensuring an inclusive and accessible learning environment.

## **2. Empower Participants:**

- Foster a supportive and encouraging atmosphere that empowers young adults with special educational needs and disabilities.
- Provide guidance and mentorship to enhance participant's creative skills and boost self-confidence.

## **3. Inclusive Arts Showcase:**

- Organise opportunities for participants to showcase their work at live events and through digital media, actively challenging stereotypes and promoting their creative abilities.

## **4. Employability Skills:**

- Instil essential skills, including marketing, event promotion, customer care, and arts administration, preparing participants for both artistic careers and broader employment opportunities.

## **5. Stay Current:**

- Stay informed about industry trends and technologies, integrating the latest advancements into training sessions.

## **6. Collaboration:**

- Collaborate with project partners and stakeholders to ensure seamless project delivery and alignment with overall goals.

## **7. Flexibility:**

- Adapt to the evolving needs of young people with special educational needs and disabilities, ensuring the training project remains responsive and impactful.

## **8. Impact Assessment:**

- Contribute to the assessment of the project's impact by gathering feedback and insights from participants and stakeholders.

**Closing date for expressions of interest is Monday 26th February 2024. Please send to [info@clubsoda.org.uk](mailto:info@clubsoda.org.uk).**

If you have any questions about the role, please get in touch via email at [olly@clubsoda.org.uk](mailto:olly@clubsoda.org.uk).

**Club Soda - Staff Structure**



