



THE UNTOLD ORCHESTRA

RECRUITMENT PACK

ABOUT US

The Untold Orchestra is a collaborative ensemble that aims to redefine orchestral music for audiences and communities in Manchester through memorable performances, creative workshops, and refreshing collaborations, all focused on positive social change. We believe that everyone should have the opportunity to experience an orchestra.

Founded in 2019, we strive to deliver culturally relevant and exciting performances and projects for people in Manchester and beyond.

Orchestras are prime examples of collaborative communities that give space for every voice to be valued. We work alongside creatives, local residents, and cultural organisations to create and explore new ways for music to uplift the entire city. We are passionate about using music as a tool to tell the stories of people and communities that have previously gone untold. From projects that celebrate the social impact of iconic musicians to recording with up-and-coming artists and collaborating with performers across all art forms, we find innovative ways to share stories that need to be heard.



➤ VISION

To provide relevant, affordable orchestral experiences for every person in Manchester.

MISSION◀

To ensure orchestral opportunities are present in every neighbourhood in Manchester.

Our vision for change, and the principles that guide it have been hugely inspired by 3 communities we are embedded in:

- > Hulme and Moss Side local residents*
- > Queer creative collectives across the city*
- > The Manchester 'gigging scene'*

In all of these communities we constantly find inspiration for how the arts - combined with grassroots action - can create positive social change.

In any organisation seeking to promote the work and stories of existing communities, long term commitment is paramount.

Our newly established charity, Untold Stories CIO, will help to ensure relevant engagement opportunities are spread throughout Manchester's diverse communities.

Through free & discounted tickets, creative workshops, open rehearsals, mentorship and training opportunities we will create spaces that bring people together, develop creative skills and support those whom the industry is failing to engage.

Our performances seek to bring new audiences from across the city - giving more and more people the opportunity to hear an orchestra for the first time.

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COMPANY VALUES

UPLIFTING EXPERIENCES

We want to create environments that uplift people through celebrating music, art and the things that unite us.

CHALLENGING PERCEPTIONS

We want to open up dialogues and creativity that challenges the status quo, because currently the status quo isn't working!

BREAKING BARRIERS

We want to 'take down' the many barriers present within society that stop people having the chance to develop their own creativity.

TELLING STORIES UNTOLD

Our work looks to support the telling of stories from artists, people and communities that haven't had the opportunity to tell their story.

OUR WORK 2023-2026



As of Spring 2023, we have begun operating as a charity, delivering a variety of creative and educational experiences from live performances, to community workshops, to recording projects and more. In addition The Untold Orchestra performs a variety of corporate performances to generate income to support our charitable objects. A simple breakdown of our core projects includes:



Icon Projects

Our own productions celebrating iconic artists and facilitating creative workshops for audiences connected to the artist.

Music Collaborations

Working on stage and in the studio with a variety of artists and bands across different musical genres.

NIA CHOIR

Weekly Womxn's Soul and Blues Community Choir working with UO on multiple projects

Artist Collaborations

Working across art forms to find new ways of presenting classical music to audiences who have never been given the opportunity.

Corporate Shows

These consist of regular gigs we perform as either The Untold Orchestra or 'Members of'. They include icon shows and 'covers' gigs in venues across Manchester and further afield. These shows provide regular work for our freelance network, bringing the name UO to new audiences.



ROLE DESCRIPTION

Title: Head of Marketing and Audience Development (freelance)

Department: Audience and Engagement

Location: mixture of working from home and at Untold Orchestra office (Manchester city centre)

Responsible to: CEO

Responsible for: Social Media Manager

Contract: 15 hours a week - 6 month contract (starting mid June - July)

Payment: £250/300 a week (dependent on experience)

As Audience Engagement Manager you will be responsible for:

- Development and delivery of The Untold Orchestra's marketing strategy and activities.
- Source and respond to opportunities for media interviews, appearances, photo shoots etc.
- Manage all press relationships
- Contribute to social media plan and support social media role.
- Manage + write mail outs to UTO mailing list.
- Oversee the development of 2 audience steering groups ensuring audience contributions are fed into organisational plans
- Work with our production team in developing digital content
- Support the development of the UTO brand
- Raise awareness of the work of UTO in our two focus communities (Hulme and Moss Side + Queer Audiences across Greater Manchester)

Date:



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PERSON SPECIFICATION

The successful candidate is likely to be able to demonstrate the following:

Essential:

- At least three years experience working in a communications/marketing/engagement role, ideally within a cultural organisation or charity.
- Keen understanding of all social media platforms with experience managing/developing digital content.
- Experience of working with a range of internal and external stakeholders at all levels.
- Experience in management/supervisor roles
- Outstanding verbal and written communication skills.
- Driven and self motivated with a keen sense of personal initiative
- Highly organised, thorough and diligent, with great attention to detail.
- A strong team player.
- Exceptional interpersonal skills, with the ability to develop strong, positive relationships in a variety of settings.

Desired:

- 5+ years experience working in the arts
- Knowledge and ability to write about music/orchestras
- Basic understanding of the orchestral sector
- Understanding of CMS systems
- Music PR
- Email Marketing



THE UNTOLD ORCHESTRA

SUBMIT YOUR APPLICATION

To apply for this role please email a CV and a cover letter/video (no more than half an A4 page/2 minute video) by 5pm on 26th May to admin@theuntoldorchestra.com

If you have any additional requirements please get in touch.

Interviews will take place w/c 5th June

The Untold Orchestra are an equal opportunities employer and we encourage applications from underrepresented groups.



NIAMOS Arts Centre, Hulme,
Manchester.



www.theuntoldorchestra.com

