

## LSO Discovery Digital Student Placement Role description as at January 2019

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### **The London Symphony Orchestra**

As the resident orchestra of the Barbican Centre, the LSO presents some 70 concerts there each year, performing the highest quality music from the core symphonic repertoire, as well as music by living or lesser known composers. Other concert engagements in the UK provide additional opportunities for the Orchestra to be heard nationally whilst the Orchestra's major international touring programme brings the LSO to a global audience, particularly through annual residencies in New York and Paris and regular visits to Japan, China, the USA and Europe.

The LSO's activities also include an inspirational and pioneering education and community programme, LSO Discovery, and an award winning record label, LSO Live which enables the Orchestra's music to be heard by a global audience through digital recordings. LSO St Luke's, the UBS and LSO music education centre, adds a unique dimension to the work of the Orchestra, being the home of LSO Discovery, LSO rehearsals, and a substantial public concert programme, with many performances broadcast by the BBC.

### **LSO Discovery**

As a world leading orchestral education programme embracing a range of areas and ideas, LSO Discovery seeks to apply innovation, imagination and creativity to its work with people across communities and at all levels of engagement in London and across the globe. Each year 60,000 people participate in LSO Discovery projects with many more taking part through distance learning.

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### **LSO Discovery Digital Student Placement**

LSO Discovery offers a digital placement position to students needing to undertake an industry placement as part of an academic course. The post typically lasts 12 months and gives experience in the worlds of media technology, arts administration and music education. We are now seeking a candidate to offer administrative and practical support to the LSO Discovery Digital programme starting in September 2019.

In return for their commitment, candidates are offered a rich experience in a busy and exciting music education programme attached to a world-class performing organisation. Tasks range between technical support and administrative support and, where possible, are tailored to the skills and interests of each candidate. Former holders of this position have gone on to work in industries such as TV and film post-production, app development, digital marketing and artistic production management. The role description below outlines the range of work that could form part of this student placement position.

Specific tasks will include:

#### **Project Development**

- Identify technical equipment required for projects and co-ordinate the booking
- Liaise with LSO Discovery staff to best document or record projects as required
- Assist with the planning and development of digital resources

### **Project Work**

- Assist with the audio and video recording of events and projects
- Assist with operation of audio and video equipment during live streamed broadcasts of orchestral performances
- Edit and mix audio and video materials as required
- Prepare material for distribution online and via physical media
- Assist with the production of digital resources
- Support the LSO Discovery Digital Projects Manager and tutors to deliver music technology education programmes in the Candide Discovery Studio
- Assist the Digital Projects Manager to maintain the computers and equipment in the Candide Discovery Studio
- Update internal and external websites

### **External Liaison**

- Be a point of contact for people visiting and using the Candide Discovery Studio at LSO St Luke's, giving information and advice about the facilities and programmes of work.

### **General Administration**

- Assist with the administration of digital projects, the storage and maintenance of digital materials and the organisation of the Candide Discovery Room and resources at LSO St Luke's
- Assist in the event management of LSO Discovery projects as required

### **Person Specification**

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The ideal candidate will have core skills in either music technology/recording or digital video production. Specific skills that will be of benefit include:

- Knowledge of microphones and recording techniques
- Live event recording
- Recording with digital multi-track recording systems
- Experience of audio programmes such as Pro Tools, Logic Pro X, Reaper, Sibelius
- Digital video editing
- Understanding of cameras, lenses and digital video capture
- Experience of video programmes such as Final Cut Pro, Motion, Premiere, After Effects, ffmpeg
- Preparation of video for online platforms
- HTML/Wordpress/Joomla or other CMS experience

### **Terms and conditions**

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- This is a 12-month placement starting in September 2019, available only to students needing to complete a sandwich year as part of a academic course. The job will be based at LSO St Luke's on Old Street.
  - Normal working hours are 9.30am-6pm Monday to Friday with some evening and weekend work. Annual holiday entitlement is 25 days (pro-rata) plus bank holidays.
  - This placement carries with it a tax-free training bursary of £17,500, payable in equal amounts over its duration.
  - A Disclosure will be requested from the Disclosure and Barring Service for whoever is offered this post. The LSO policy covering this process, and the handling and storage of Disclosure information is available on request.

### How to apply

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If you would like to apply for this role, please complete the application form at [https://www.formstack.com/forms/LSO-job\\_application](https://www.formstack.com/forms/LSO-job_application)

The closing date for applications is **Wednesday 20<sup>th</sup> February 2019 at 6pm**. Interviews will take place during the week beginning Monday 25<sup>th</sup> February 2019.

If you have any questions about this role, please contact Chris Rogers, Digital Projects Manager, on [chris.rogers@lso.co.uk](mailto:chris.rogers@lso.co.uk) or 020 7566 2878.