



Position Description: Equalities, Diversity, Inclusion and Accessibility (EDIA) Advisory Group and Advisory Group Chair

Company:	Scottish Music Industry Association Ltd.
Location:	Online
Remuneration:	<p>Advisory Group Members: £150 for approximately a half-day engagement every second month</p> <p>Advisory Group Chair: £300 for approximately a full-day engagement every second month</p> <p>Access costs will be supported in addition to these fees (detail below)</p>
Term:	Fixed term until April 2025

Company Description

The Scottish Music Industry Association (SMIA) exists to strengthen, empower and unite Scotland's music industry.

Our mission is to....

- Create and nurture a diverse, accessible and inclusive membership community that reflects the full spectrum of Scotland's music industry
- Ensure that Scotland's music industry has an effective voice within government, parliament and development organisations that facilitates understanding and awareness of key opportunities and challenges
- Produce and support projects and programmes to stimulate sustainability, domestic and international growth, development and innovation

... In order to strengthen and increase the value of Scotland's music industry both at home and on the world stage; economically, socially and culturally.

Membership of the SMIA is free and open to anyone working in music in Scotland. The organisation currently has over 4,000 members who work across the music industry ecosystem.

The SMIA receives Regular Funding from Creative Scotland, the public body that supports the arts, screen and creative industries across all parts of Scotland on behalf of everyone who lives, works or visits. Creative Scotland distribute funding from the Scottish Government and The National Lottery.

Role Description

The EDIA Advisory Group, supported by Creative Scotland, will develop an EDIA Strategy for the Scottish music industry, including devising the implementation and evaluation methods.

The EDIA Advisory Group Chair will lead by-monthly meetings and support with direction-setting for the meetings and group more broadly.

Key Responsibilities

- Be available to attend online meetings every two months from June 2024 – April 2025
- Be available to undertake pre-reading, research or other preparation for meetings
- Collaboratively and supportively share knowledge, expertise and lived experience where possible

- Gather relevant input from music industry networks
- Have awareness of related local and national music industry, and broader creative industries or adjacent industries, and use this to inform input to the EDIA Strategy
- Identify opportunities for other artists, organisations and communities to participate in the strategy development process

Required Experience

- All members must live in Scotland
- All applicants must have been active in the Scottish music industry for the previous two years
- Applicants must have a demonstrated connection to their community/communities
- We strongly encourage applications from people who have previous work experience (music or wider creative industries) focusing directly on EDIA and strategy development
- Priority will be given to engaging independent musicians or music industry workers (e.g. freelancers) who have not previously been employed by major music businesses or creative industries organisations, as we recognise that people with precarious working situations have less opportunities to contribute to decisions made for the music industry

Desired Experience

The SMIA encourages applications from people who are / and with the following lived experience:

- People who are black, brown, people of colour, mixed-race, multiple heritage and/or are from the Global Majority, Global South, and/or are East and South-East Asian, West Asian, Asian, Middle Eastern, African, African-Caribbean, Caribbean, Latinx, Pacific Islander, Indigenous, or First Nations, and diasporas
- People who are neurodivergent
- People who are Gaelic or Scots speakers or who do not speak English as a primary language
- People who have experience of being carers
- People who have experience of displacement, such as refugees and asylum seekers
- People who have grown up in the care system
- People who live in geographic locations which may inhibit opportunities for engagement

- People with all sexualities
- People with disability
- People with experience of incarceration
- People with experience of mental ill-health
- People with long-term or chronic illness
- People with lower-income backgrounds
- Women, non-binary, trans, gender-fluid and agender people.

Remuneration and Time Commitment

EDIA Advisory Group members

EDIA Advisory Group members will be paid £150 for approximately a half-day engagement every second month. Members are required to attend a two-hour meeting online every second month, and dedicate additional time for preparation, reading, research etc. ahead of each meeting.

The EDIA Advisory Group Chair

The EDIA Advisory Group Chair will be paid £300 for approximately a full-day engagement every second month. The Chair will be responsible for leading the by-monthly meetings and steering group discussions and the development of the EDIA strategy.

Any reasonable adjustments for access (e.g. BSL interpreters, childcare etc.) will be supported in addition to this fee by the SMIA. Access riders will be determined individually in consultation with SMIA staff at the beginning of each member's appointment.

There will be seven online meetings held by-monthly from June 2024 – April 2025 (dates to be confirmed).

How To Apply

The SMIA is committed to ensuring equal opportunities in employment. No discrimination will be made throughout the recruitment process based on age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, gender or socio-economic background.

The SMIA values the understanding that lived experience brings. Studies have shown that women and people of colour are less likely to apply to jobs unless they meet every

single qualification. If you meet the majority of the criteria we require for this role then we want to hear from you.

To apply, please submit an application form via one of the following options:

- [Google Form](#)
- Google Doc (can be completed offline), available to download from the SMIA website and emailed to jobs@smia.org.uk
- Audio file (no more than 10 minutes) emailed to jobs@smia.org.uk
- Video file (no more than 10 minutes) emailed to jobs@smia.org.uk

Please email us at jobs@smia.org.uk if you would like to submit your application via a format not listed here.

If you are submitting an audio or video file: access to the file must be public; must not require an account (e.g. with Vimeo); and must not require those reviewing applications to enter personal details (e.g. email) to access the file.

Please note, no option prioritised above others by reviewers. Please select the option that works best for you.

If you require any access support to be made to the recruitment process, including the application process, please contact jobs@smia.org.uk

SMIA equality and diversity monitoring form

Once you have completed your application, please fill in the [SMIA equality and diversity monitoring form](#). If you have any questions about the form, including requests for reasonable adjustments, or if you would prefer to complete an offline version using Microsoft Word, please contact jobs@smia.org.uk. Please note, **all questions are optional and filling in this form is voluntary.**

Timeline

Application deadline: 5pm on Friday 10 May 2024

Following the application deadline, the recruitment panel will review applications. Applicants will be notified in May of the outcome of their application via email.

We look forward to receiving your application.