

**Scottish Music Industry Association  
Equalities, Diversity, Inclusion and Access (EDIA) Advisory Group and  
Advisory Group Chair  
CALL OUT**

**Section 1: Introduction**

Thank you for your interest in applying to be a member of the SMIA EDIA Advisory Group.

The EDIA Advisory Group 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.

**The SMIA**

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.

**Application Process**

**Applications close at 5pm on Friday 10 May 2024.**

Before you start your application, please ensure you have reviewed the **Position Description**, available to download from the SMIA website.

Your application can be submitted using the following formats:

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

Please email us at [jobs@smia.org.uk](mailto: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.

No format will be prioritised above others by reviewers. Please select the option that works best for you.

### **Reasonable Adjustments**

If you require any reasonable adjustments to be made to the recruitment process please contact [jobs@smia.org.uk](mailto:jobs@smia.org.uk)

## **Section 2: Applicant Information**

\* Indicates required question

Full Name\*

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Email\*

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Phone Number\*

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Postcode (Please note that you must be based in Scotland)\*

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How long have you been active in the Scottish music industry?\*

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Do you have any access requirements (e.g. closed captioning, BSL interpretation, scheduling considerations etc.) for:

- Online meetings
- Email communication (email will be the predominant form of communication however, we can make adjustments if another method is more accessible)
- Documents (e.g. agendas, meeting minutes, papers, research etc.)

You do not need to share your access requirements at this stage if you would prefer not to.

Each elected member of the EDIA Advisory Group will be invited to share an access rider with the EDIA Advisory Group Chair and the Secretariat before commencing in their role.

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### **Page Three: Application Questions**

1. Please tell us what experience you have that is relevant to this role. (Approximately 300 words)\*

- Please refer to the *Required Experience* and *Desired Experience* outlined in the Position Description when answering this question.
- Please note, by 'experience' we mean both paid and unpaid work/volunteer experience (within and outside the music industry), creative practice, lived experience and any other

relevant experience.

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2. Please tell us why you are interested in being a member of the EDIA Advisory Group.  
(Approximately 300 words)\*

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3. Please provide a CV (recommended maximum of two pages).\*

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4. Are you interested in being the Chair of the EDIA Advisory Group?\*

☐ Yes

☐ No

5. Please tell us why you are interested in being the Chair of the EDIA Advisory Group.  
(Approximately 300 words)

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#### **Page Four: Equality and diversity monitoring**

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](mailto:jobs@smia.org.uk).

Please note, **all questions are optional and filling in this form is voluntary.**