



JOB DESCRIPTION

CTOA Mentor/Educator

Job Title: The Crescendo Trust of Aotearoa Educator / Mentor

Responsible to: The Operations Manager

The Educator/Mentor will work directly with the Operations Manager, Lead Educator/Mentor and Trust's CEO in regards to the mentoring programme of The Crescendo Trust of Aotearoa. The Educator/Mentor will be required to report to the Lead Educator/Mentor and Operations Manager in regards to their activities.

Responsibilities:

- To fulfill the core vision and values of the Crescendo Trust, and the mentoring programme.
- To consult and liaise with the CEO about their role and activities.
- To schedule and manage their own activities for the mentoring programme.
- The Educator/Mentor will also serve as a point person and liaison between The Crescendo Trust of Aotearoa staff and the local community.

Role:

- Part-time, Contract Educator/Mentor for The Crescendo Trust of Aotearoa;
- Based at one or multiple sites used by CTOA and as required by The Crescendo Trust of Aotearoa;
- The role can be scheduled flexibly to fit between the hours of 9am and 5pm each day;
- The Educator/Mentor role is suitable for someone with a heart for young people and a good understanding of The Crescendo Trust of Aotearoa's Kaupapa. Experience in teaching/mentoring young people and the music industry are required;
- Basic administration skills are needed in regards to maintaining records about the mentoring activity completed.

Key Areas of Responsibility:

- Provide mentoring services on behalf of the Crescendo Trust of Aotearoa;
- Liaise with the CEO in regards to the mentoring activities;
- Work closely with your people to provide mentoring and training of young people in music or other arts, as agreed with the CEO.
- Through training in music or other arts, mentors will personally develop and empower young people, and teach life skills beyond music and arts, so that they can go on to achieve their dreams and aspirations.
- Support the CEO to maintain and develop the mentoring programme;
- Initiate and complete mentoring plans in regards to each individual that is being mentored;
- Provide support and guidance to the young person in regards to their music aspirations and goals;
- Assist the young person to set goals and work towards accomplishing them;
- Create and maintain positive working relationships with all concerned;
- Provide specific outcomes, such as writing, recording, releasing music;
- Through the mentoring programme, help to empower young people to make positive life choices that enable them to maximize their potential.

The Crescendo Trust of Aotearoa Kaupapa

While non-essential, the following are key aspects of The Crescendo Trust of Aotearoa's practice which prospective applicants should feel comfortable with if applying for the position:

AROHA means love but it also means respect.

Treating people with respect means allowing them control: where to meet and on their own terms, and when to meet. Aroha also relates to the information collected. As a participant in the Crescendo Trust of Aotearoa programme, you decide what information will become public and what will stay confidential.

MANA relates to power, dignity and respect.

Kaua e takahia te mana o te tangata "Do not trample on the mana or dignity of a person". People are the experts on their own lives, including their problems, needs and aspirations. Look for ways to work together.

TITIRO, WHAKARONGO, KORERO means to look, listen and then speak.

When working with our mentors/engineers and producers it's important to look and listen to develop understanding and find a place to speak from. You need to take time to understand people's day-to-day realities, priorities and aspirations. This will make your questions relevant.

WHAKA WHANAUNGATANGA refers to the building and maintenance of relationships.

It's the process of establishing meaningful, reciprocal and whanau or family-like relationships through cultural respect, connectedness and engagement.

MANAAKITANGA describes sharing, hosting and being generous.

It supports collaboration and evaluation and helps knowledge flow both ways between mentor/engineer and participant.

MAHAKI is about showing humility when sharing knowledge.

Mahaki reminds us to share knowledge and experiences to understand each other better and to foster trust in the mentor relationship.

HE KANOHI KITEA means being a familiar face.

You should seek to be involved with communities and be familiar to them to build trust and communication. As part of the CTOA programme you will be encouraged to share your work in a live event and online. This is aimed to build your confidence and educate you with transitional skills.

We have a strict no drug and alcohol policy. We do not discriminate. Your ethical views, moral codes, religious laws, sexuality, and gender will all be respected. Everyone that comes through our doors is family and welcome here

Mission:

The Crescendo Trust of Aotearoa provides a development programme that nurtures, empowers and gives lifelong transferable skills to young people who may otherwise fall through the gaps of traditional education. Via mentoring, personal development and training in music, film, photography, media and communication, the programme enables young people to rise above the cycles of poverty and abuse. The Trust provides them with a place of belonging, supports them to undertake education and employment, and allows them to engage in creative and meaningful futures

COMPANY OVERVIEW:**Musicianship:**

Provide mentoring and training for young musicians in their chosen field of music.

Creative Expression:

Provide an environment in which young musicians can creatively express themselves.

Help them overcome internal and external barriers to success.

Empowerment:

Provide support and care to young musicians.

Help raise self-awareness and confidence.

Assist young musicians to develop their own formula for success.

Personal Development:

Guide young musicians to understand and strengthen the concept of "character"

Help young musicians fully realise their potential via strong relationships between themselves, others and the environment.

Help young musicians develop their sense of self-worth.

Help young musicians to have the confidence to accept and enjoy success.

Whanau and Community:

Help young musicians build trust and learn cooperation with each other.

Operate in a drug and alcohol-free environment.

Build an understanding of the importance of fostering quality relationships and contributing positively to the wider community (whanau).

Mercy-centered:

The Crescendo Trust of Aotearoa seeks to be a compassionate and open-minded place where all young people, regardless of gender, culture, ethnicity or orientation are shown acceptance and given a place of belonging without agendas, be they religious or political, being pushed upon them.

Treaty-conscious:

The Crescendo Trust of Aotearoa is continually growing in our awareness of Te Tiriti O Waitangi and the ways in which colonisation has affected our indigenous Rangatahi.

Applicants should be open-minded and non-prejudiced in their understanding of bi-culturalism.