

Freelance Soundwave Mentor Pool

Lead Mentor and Support Mentor Recruitment Information

About Soundwave

Soundwave is a grassroots music programme for young and emerging musicians in Dumfries and Galloway. Our JAM sessions, youth-led events, recordings, releases and equipment projects create practical routes into making music, collaborating and taking creative ideas further. The programme is informal, participant-led and rooted in DIY culture. It is designed to be welcoming to people who may not see themselves reflected in more conventional music spaces, including neurodivergent and LGBTQIA+ young people.

During 2026–27, we will deliver 23 JAM sessions, support five youth-led events and the creation of five recorded tracks, and develop an instrument library.

About Make/Change Collective

Make/Change Collective CIC uses creativity, play and collective action to help people respond to rural challenges. We work in ways that value justice, shared sufficiency, local knowledge and the contribution of people who are often pushed to the edges. Soundwave is delivered with Studio Moffat and regional partners.

Our approach to Fair Work

We want freelance work with Soundwave to offer effective voice, respect, security, opportunity and fulfilment. We will be clear about scope, fees and decision-making; pay agreed invoices promptly; pay for required work beyond delivery; provide appropriate support and access adjustments; and create a route for freelancers to raise concerns without going through the person who directly manages their work. We will review working arrangements with the team during the programme.

How selection will work

- Selection will use the published essential criteria for the mentor pool. We will ask all applicants the same core questions and keep a brief written record of decisions.
- Applicants who progress beyond the interview stage will be invited to a paid practical assessment at one of our regular Soundwave JAM sessions. The required PVG process must be completed before the assessment takes place.
- We particularly welcome applications from people under-represented in the music and cultural sectors and from people with knowledge of rural Dumfries and Galloway.

Job Information

Engagement Levels: Lead Mentor and Support Mentor.

Lead Mentor Fee: £44/hour.

Support Mentor Fee: £22/hour.

Session Pattern: JAM sessions are usually three hours in person. Required preparation, setup, debriefing and session records will be agreed and paid. Lead Mentors will normally receive an additional 30 minutes for preparation and debriefing.

Programme: Up to 23 JAM sessions across 12 months; work offered according to programme need and availability.

Location: Dumfries and Galloway, in person.

Main contact: Creative Director.

Works with: Participants, other mentors, the Creative Director, Operations Manager and delivery partners.

Purpose of the mentor pool

We are recruiting a pool of creative facilitators who can contribute to Soundwave JAM sessions at one of two levels. Everyone applies through the same process. We then use a paid practical assessment session and follow-up discussion to decide whether to admit someone to the pool, initially as a Lead Mentor or Support Mentor. This allows us to match responsibility to current experience while creating a genuine route for Support Mentors to develop towards leading sessions.

Both levels are active, creative roles. Mentors help participants build confidence, explore ideas, collaborate and find their musical voice. Sessions do not follow a fixed curriculum: the team holds a safe and purposeful space while responding to the people in the room.

Depending on the activity and participants' needs, each JAM will be staffed by a Lead Mentor and up to two Support Mentors.

About the Lead Mentor Role

Lead Mentors take overall responsibility for planning and leading Soundwave JAM sessions. They hold the shape and creative focus of the session while responding to the group's energy, access needs, interests and ideas.

Working alongside up to two Support Mentors, they help participants take creative risks, learn from one another and move towards greater independence, peer leadership and self-direction.

Lead Mentor Responsibilities

- Plan and lead inspiring, inclusive JAM sessions, adapting each session to the group's energy, access needs, interests, experience and ideas.
- Facilitate warm-ups, creative exercises, songwriting, improvisation, jamming, rehearsal and recording, using approaches that help participants develop their ideas.
- Hold the overall shape, timing, shared agreements and creative focus of the session without taking over or over-directing participants.
- Support people with different levels of musical experience and confidence, musical preferences, communication styles and creative goals.
- Encourage collaboration, peer learning, creative risk-taking and growing independence.
- Brief and work constructively with Support Mentors, sharing appropriate tasks and creating opportunities for them to develop their practice.
- Foster a safe, welcoming space aligned with Soundwave's values, noticing and responding appropriately to safeguarding, wellbeing, access or group-dynamic concerns.
- Use equipment safely and support participants to use instruments, recording equipment and the venue responsibly and respectfully.
- Complete a simple session record covering attendance, significant outcomes, participant progression and anything requiring follow-up. This may include approved recordings or other documentation where appropriate.
- Communicate with the Creative Director and wider delivery team about progress, challenges and emerging ideas, and take part in agreed preparation, debriefs and reflective conversations.

About the Support Mentor Role

As a Support Mentor, you'll help run Soundwave JAM sessions by enabling participants to get hands-on, stay engaged and feel supported in their musical exploration. You'll work alongside the Lead Mentor and play an active part in the creative flow of the session, while recognising that the Lead Mentor holds overall responsibility.

You don't need to know everything. You should be approachable, enthusiastic and ready to help participants try out ideas, jam, experiment or work through practical, technical or instrumental challenges. The role also offers opportunities to build your confidence and develop towards leading sessions in the future.

Support Mentor Responsibilities

- Work alongside the Lead Mentor to help deliver creative, inclusive JAM sessions.
- Help participants access instruments, try and share ideas, collaborate and take an active part in the session.
- Offer responsive encouragement and practical creative support to individuals or small groups, working across different genres, experience levels and abilities.
- Help participants experiment and work through straightforward musical, instrumental or technical challenges.
- Contribute ideas and help shape the creative flow while working within the overall session plan and recognising the Lead Mentor's responsibility for the session.
- Help create a positive, welcoming and safe environment, and raise any safeguarding, wellbeing, access or group-dynamic concerns promptly with the Lead Mentor or Creative Director.
- Assist with setting up and packing away equipment, recording attendance and completing simple session notes or approved audio recordings as agreed.
- Take part in feedback, reflection and agreed development opportunities to build confidence and readiness to lead sessions.

Paid practical assessment session

After interview and completion of the required PVG process, applicants progressing to the final stage will be invited to take part in one supervised Soundwave JAM. They will be paid at the Support Mentor rate for the full session and for any required briefing, induction or debrief. Reasonable, pre-agreed travel expenses will also be reimbursed.

During the session, the applicant will participate as part of the team and support participants throughout. They may also be asked to lead or support a particular activity. The Lead Mentor will retain overall responsibility for the session, including its structure, staffing and safeguarding decisions.

The practical session allows us to see how the applicant relates to participants, responds to the room, supports participant-led practice and works with the wider team. It also gives the applicant a chance to experience a JAM and decide whether Soundwave feels like a good fit.

Afterwards, the applicant will receive feedback and written confirmation of whether they will be admitted to the pool as a Lead Mentor, admitted as a Support Mentor with opportunities to develop, or not admitted to the pool. Payment for the assessment does not guarantee admission to the pool or an offer of future work.

Development and allocation of work

Joining the pool does not guarantee a minimum number of sessions. Session offers will take account of programme need, participant mix, relevant skills, location, availability and fair distribution of opportunities. Support Mentors may ask to be considered for progression. A move to Lead Mentor will be based on observed practice, feedback and an agreed readiness conversation, with the decision recorded and reviewed rather than left informal.

What We're Looking For

Essential

- Relevant experience from youth work, participatory arts, production, community music, peer mentoring or another form of collaborative creative practice. This may come from paid work, freelance practice, volunteering, community activity or peer-led projects.
- Ability to connect with young people in a warm, respectful and non-judgemental way.
- Commitment to participant-led practice, inclusion, collaboration and creative experimentation.
- Ability to support people with different levels of experience, confidence, communication and musical interest.
- Good boundaries, reliability and willingness to follow safeguarding, health and safety, consent and confidentiality procedures.
- Ability to listen, take feedback, reflect on practice and work constructively with the wider mentor team.
- Enough musical or technical confidence to support participants and help their ideas develop; instrumental expertise and professional performance experience are not required.
- Willingness and ability to travel to agreed sessions in Dumfries and Galloway.

Desirable

- Previous experience specifically in music facilitation, informal music education or leading collaborative creative activity.
- Experience of planning or leading informal group music sessions.
- Knowledge of one or more of the following: recording, digital audio workstations such as Ableton, live sound or performance setup.
- Confidence working across more than one genre, instrument or creative approach.
- Experience of supporting neurodivergent, LGBTQIA+ or otherwise marginalised young people.
- Knowledge of Dumfries and Galloway's music scene and the realities of rural participation.
- A current first aid qualification, or relevant training in mental health first aid, youth work or safeguarding.

We know that no one ticks every box. If you're excited about the role but do not meet every desirable criterion, we still encourage you to apply. We're committed to building a team that reflects a wide range of experiences and identities, and we value potential, enthusiasm and lived experience alongside formal or professional experience.

How we decide the engagement level

All applicants must meet the essential criteria for the pool. Lead Mentors must additionally demonstrate that they can plan and hold a whole session, facilitate a mixed group, make safe judgements, guide a Support Mentor and complete appropriate follow-up. Support Mentors must demonstrate that they can contribute safely and reliably under a Lead Mentor's direction and are open to development.

Safeguarding

These roles involve direct work with participants under 18 and require PVG scheme membership for work with children. Participation in the practical assessment and any subsequent paid work are subject to the applicant being eligible for PVG membership and Make/Change Collective receiving the appropriate Level 2 disclosure.

Make/Change Collective will arrange the required process and provide a safeguarding induction before the applicant takes part in a JAM. Everyone working with Soundwave must follow our safeguarding, consent and reporting procedures at all times.

Working with us

- All required meetings, induction, preparation, reporting and training will be paid.
- Reasonable, pre-agreed travel and other necessary expenses will be reimbursed.
- Session offers can be accepted or declined without affecting consideration for future work.
- We will agree on availability and workload openly. You will have a named contact for day-to-day support and a separate route for raising concerns or providing feedback.
- We will provide reasonable adjustments throughout recruitment and any subsequent contract. You can ask for the information or selection process in another format.
- Anyone admitted to the pool will receive a written freelance agreement covering fees, payment dates, cancellation, expenses, confidentiality, data protection, intellectual property, safeguarding, complaints and termination.

How to apply

You do not need to decide whether to apply as a Lead Mentor or Support Mentor. We will consider everyone for the mentor pool and use the selection process to decide the appropriate initial level. You are welcome to tell us if you are particularly interested in either level.

Please send us:

- your CV, of no more than two A4 pages
- a covering letter of no more than one A4 page explaining why you are interested in joining the Soundwave mentor pool and how your experience relates to the essential criteria
- your contact details.

Instead of a written statement, you are welcome to send an audio or video response of up to three minutes. We will assess what you tell us, not the production quality.

Please send your application to hello@makechange.scot by 5pm on Friday 23 October 2026.

We will shortlist applications by Monday 26 October and expect to hold informal conversations with shortlisted applicants between Tuesday 3 and Friday 6 November. We aim to tell applicants whether they are progressing to the paid practical assessment stage by Monday 9 November.

Practical assessments are expected to take place during November, subject to completion of the required PVG process. Any offer of future freelance work will be made after the assessment and follow-up discussion.

If you would like an informal conversation about the role, or need the information or application process in another format, please contact Emily Major on emily@makechange.scot.