



INTRODUCTION

Yorkshire Sound Women Network (YSWN) was founded in 2015 by women working in the sound technology industry who wanted to use their skills and influence to address gender and racial inequality. YSWN enables the artistic and technical development of women and girls through access to resources, skills sharing, and collaborative opportunities. To date, we have delivered over 80 workshops, and inspired new regional groups across Yorkshire and beyond.

YSWN's mission is to inspire and enable more women and girls to explore sound and music technology. We want to support a flourishing industry which welcomes, encourages, progresses and respects the inclusion of women into the workforce at all levels from studio floor to board room and reflects the diversity of its participating communities.

Now established as a Community Interest Company, we are seeking freelance Yorkshire-based Associates who are committed to the mission and values of YSWN to offer their skills and expertise for the furtherance of YSWN's aims. This includes, but is not limited to: music practitioners, educators, sound engineers, administrators and project managers. We welcome applications from Associates from diverse backgrounds and communities, in line with YSWN's Equality & Diversity Policy.

This document includes a summary of YSWN's future plans, our values as an organisation, our call for paid associates to join the YSWN pool, an application form and contact details for further questions.

OUR PLANS

1. ORGANISATIONAL DEVELOPMENT

By 2020...we will have secured the future of YSWN through:

- Consolidating and growing the work of YSWN
- Creating best operational structure as a CIC, adopting sound governance and organisational processes
- Developing memoranda of understanding between core organisation and affiliate groups and key partners
- Developing and delivering a Community Engagement Strategy along with an improved website presence
- Using the 3-year Business Plan to provide clarity and focus to our strategic planning

2. EDUCATION

By 2020...we will have increased audio technology knowledge and the attraction of career paths in the industry amongst girls and young women through:

- Working with schools, colleges and universities and community groups to increase the participation of women and girls in music and audio technology
- Involving the industry in learning and delivery of YSWN's education programmes
- Helping women and girls identify with the music and sound technology profession

3. INDUSTRY

By 2020...we will have championed and improved opportunities for women within the sound and music industry through:

- Challenging unconscious bias in recruitment and retention
- Influencing the industry to support diverse routes into the profession, creating paid internships, work shadowing, mentoring opportunities and industry funded sonic technology community projects
- Promoting flexible working practices
- Providing consultancy and training for the industry in relation to diversity
- Creating a support forum for women already working in sonic technology

4. FINANCE & FUNDING

By 2020...we will have achieved sustainability for YSWN through:

- Agreeing a Funding Plan
- Securing bid-writing human resources to write funding applications for both core revenue and project funding
- Developing earned income generating initiatives

5. EVENTS & WORKSHOPS

By 2020...we will have built confidence and skills for women in sound and music technology through:

- Devising a planned programme of YSWN network events across Yorkshire
- Creating opportunities for skills sharing and collaboration amongst the network

OUR VALUES

The following core values underpin all YSWNs relationships and the work it seeks out, manages and delivers:

- We believe in **honesty** at all times about what we can and cannot do and probity in dealing with resources.
- We have **respect** for each other as colleagues, Directors, Associates and non-Associate members; for different cultures, religions, genders, and sexual orientations; for different professionals and organisations we have contact with.
- We are always **willing to ask for help** as we know we do not know everything and we look to co-opt individuals into the network with wide ranging skills for our own personal and professional development.
- We approach our work with **commitment** and work hard to achieve what we want to a good quality, good value and in a way which is efficient and effective.
- We believe in **equity** as a principle in our work and our decision making; involving key individuals and organisations in making the most of opportunities and enhancing working environments.

- We believe in **openness** in our dealings with the public and partners using good communications free from jargon and other impediments to understanding and we have a transparent decision-making process.
- Our overall attitude to work is **positive** as we enjoy engaging with individuals, communities and organisations through our work, even when agendas are challenging.

CALL FOR PAID ASSOCIATES

This call is for Associates who wish to be considered for paid work. Please note that YSWN will be issuing a further call for voluntary Associates in the near future.

YSWN Associates will be offered paid opportunities in the first instance, but YSWN will contract non-Associates if the required skills or expertise does not exist in the Associate pool. Becoming an Associate of YSWN is not a guarantee of paid work.

YSWN is committed to fair remuneration practices. Fees for paid work will be agreed in advance with the Associate, commensurate with skill and experience and the work to be undertaken. Our fee scale for freelancers is £120-£250 per day according to the type of work and level of expertise required (fee scale reviewed annually).

Individual contracts for paid work will set out reporting and supervision arrangements between the Associate and YSWN C.I.C..

Associate status will be reviewed jointly by both Associate and YSWN on an annual basis. Associate status will be renewed subject to agreement by both parties. Associates can leave the YSWN pool at any time, but Paid Associates will be required to complete any contractual obligations in place at the time.

Prospective Associates will be contacted by YSWN after applying, to confirm whether or not they have been accepted into the Associate pool.

YSWN PAID ASSOCIATE APPLICATION

1. **Name:**
2. **Email address:**
3. **Phone number:**
4. **Please confirm your commitment to YSWN's mission and values and outline why you would like to become an Associate (150 words max)**

5. **Please list your main areas of expertise for which you want to be considered for paid work.** Please note you'll also be asked to complete a more detailed Skills & Diversity Audit – see attachment.

6. **Please tell us about any professional insurance policies you currently have in place, and their renewal date e.g. public liability.** It is not a requirement of becoming an Associate to have your own insurance policies in place, but please tell us if you have any.

7. **Websites & Social media channels**
Please include below any links to your professional websites, Facebook pages and Twitter accounts for cross-promotion purposes:

8. **Short Biography*** 100 words max

9. **Contact details of two referees to be contacted by YSWN**

You can find YSWN at:

Website: www.yorkshiresoundwomen.com

Twitter: @YSWN_

Facebook: Yorkshire Sound Women Network

By signing this agreement, you confirm:

- Your understanding that becoming an Associate of YSWN is not a guarantee of paid work.
- That you have self-employed status and that you are responsible for all your tax liabilities and National Insurance contributions (if applying as a Paid Associate).
- That you will read and adhere to Yorkshire Sound Women Network's Policies & Procedures, including: Child Protection & Safeguarding, Equality & Diversity, Health & Safety and Safer Spaces Policies.
- That if you are contracted to undertake work with children, young people or vulnerable adults that would be defined as regulated activity, you will undertake a DBS check (paid for by YSWN) or provide details of a recent check in line with YSWN's Child Protections & Safeguarding Policy & Procedures.

Signed (applicant):

Date:

Please attach the following:

- Current C.V.
- Completed Skills & Diversity Audit

*To be used on the YSWN website, for Paid Associates actively undertaking work for YSWN. You will also be invited to provide a photograph, should you be happy for your photo to be used on the YSWN website.

Please return this form and attachments to info@yorkshiresoundwomen.com.

Please get in touch if you have any questions on info@yorkshiresoundwomen.com