

Job Details

Programme & Relationship Manager (Yorkshire & North East)

Permanent, part time (0.8 or 0.6 FTE)

Salary £28,000-£32,000 pro rata dependent on experience

Hybrid (office and home working)

We are seeking an outstanding and proactive musician to join Future Talent as a Programme & Relationship Manager, supporting gifted young musicians from low-income backgrounds across a broad range of genres. You will work as part of the growing Programme & Relationship Manager team to deliver high-quality programmes, provide one-to-one support to young musicians and their families, and develop partnerships that expand our impact.

Future Talent, founded in 2004 by HRH Duchess of Kent and Nicholas Robinson OBE, provides financial assistance, mentoring, and development opportunities to help young musicians reach their full potential. This is a unique opportunity to make a tangible difference in the lives of talented musicians in Yorkshire and the North East.

As we continue our regional expansion, this role offers a chance to make a significant impact in the lives of young musicians. You will be a self-starter, and strong relationship builder, working closely with our musicians, their families, and building a network of industry and education contacts to develop high-quality, strategic music programmes and partnerships. You will also offer one-to-one support to young musicians and their families, focussed on their financial awards and musical development.

You will understand the importance of working in partnership with other arts organisations, schools and music education hubs and how to build strong relationships with external organisations. Existing partners that you will be responsible for include South Asian Arts UK, Yorkshire Young Musicians, Tees Valley Music Hub, and more.

As a Future Talent Programme & Relationship Manager, you will join a growing team that shares responsibility for our equity, diversity, and inclusion strategy, safeguarding and child protection processes, and ensuring that youth voice and co-production are central to our decision-making. We are particularly interested in applications from underrepresented candidates, including Global Majority, LGBTQ+ community, and individuals who identify as d/Deaf or disabled.

This position requires the candidate to reside in the Yorkshire or North East regions and be able to work remotely, and in our office in central London at least one day a month (on Tuesdays). You will also need to be available on occasional weekends and evenings for events, rehearsals and facilitating mentoring sessions but will be able to claim TOIL for this.

The position is offered on a permanent, part-time (0.8 or 0.6 FTE) basis. We hope that the successful candidate will be able to start on or around 1st May, or as soon as possible thereafter, subject to satisfactory references and a DBS check. Benefits include pension, 25 days holiday pro rata and flexible working hours.

Job Description

The Role

As the Programme & Relationship Manager (Yorkshire & NorthEast), you will play a vital role in the management of Future Talent's programmes, reporting directly to the Director of Programme & Partnerships. Working collaboratively with the CEO, Marketing and Operations Manager, Finance Manager, and the expanding Programme & Relationship Manager team, you will provide a tailored music development programme to our talented musicians. This includes offering diverse and varied mentoring, organising development activities, and facilitating performance and recording opportunities. Additionally, you will be responsible for effectively managing the financial awards provided to our musicians.

Key Responsibilities

Relationship Management and Mentoring

- Act as the first point of contact for musicians and families supported by Future Talent in Yorkshire and the North East, as well as some from other parts of the UK without a dedicated Programme & Relationship Manager
- Offer guidance on musical development, career planning, and sourcing mentors, music leaders, and industry professionals
- Match musicians with mentors and development opportunities suited to their stage, musical study, and ambitions

Programme Management

- Deliver innovative and tailored programmes for the Junior Programme (ages 8-14), Development Programme (ages 12-16), and the Senior Programme (ages 16-18)
- Source and manage mentors, music leaders, and professional musicians
- Build and maintain professional networks and knowledge of music industry trends
- Demonstrate knowledge across multiple genres (e.g., classical, opera, contemporary, electronic, jazz, folk, hip-hop, afrobeats, RnB, grime).
- Manage programme budgets and support families to use financial awards effectively

Administration

- Support application processes, auditions, and shortlisting
- Maintain musician case studies, bi-annual reports, and feedback from young musicians, parents, and freelancers
- Compile reports and data for funders and partners
- Assist the Director of Programme & Partnerships in developing partnerships with regional music services and music organisations in Yorkshire and the North East
- Work with the Finance Manager to ensure invoices and expenses are prepared in a timely and efficient manner
- Ensure relevant health and safety risk assessments are carried out for all events
- Update our CRM on an ongoing basis with data relating to the young musicians

General

- Play a leading role in enacting our equity, diversity and inclusion policy, helping to ensure that our organisation reflects the communities we are here to serve
- Work to increase help increase the number of applications from our targeted regions in the UK, with a focus on Global Majority, LGBTQ+ and d/Deaf or Disabled young people, as well as a broad variety of musical genres and instruments
- Work with the Designated Safeguarding Lead to maintain child protection policies
- Attend staff meetings, Board meetings, training sessions and other events, which may take place outside normal working hours (e.g. workshop days and mentoring sessions usually take place on Saturdays or Sundays)
- Undertake other duties aligned with Future Talent’s mission as may be reasonably required



This job description is a guide to the nature of the work required of this position. It is not exclusive or exhaustive and the post holder will be required to undertake such duties as may reasonably be expected within the scope and grading of the post. All staff members are required to be professional, cooperative and flexible in line with the needs of the Charity. This job description does not form part of the contract of employment.

Person Specification

Criteria	Specification	Essential/ Desirable	Measured
Education/ Qualifications	Degree in Music	Essential	Application
Experience	Experience of working with professional musicians	Essential	Application, Interview
	Experience of working with children/ young adults	Essential	Application, Interview
	Experience of working within a small charity	Desirable	Application
	Experience of developing a working culture with equity, diversity and inclusion at its heart	Desirable	Application
	Experience of building youth voice within projects, programmes and/or organisations	Desirable	Application
	Experience of working on recording projects	Desirable	Application
Knowledge or understanding	An understanding and appreciation of the value of arts education	Essential	Application, Interview
	Knowledge of the British school system and experience of working with schools/young musicians	Essential	Application, Interview
	Knowledge of current developments and initiatives in music education, cultural learning and funding	Desirable	Application, Interview
Skills and abilities	Outstanding communication skills in person, in writing and on the telephone	Essential	Application, Interview, Test
	Excellent organisational skills	Essential	Application, Interview
	Able to manage, and be creative with, modest budgets	Essential	Application, Interview
	Excellent computer literacy in Microsoft Office applications	Essential	Application, Interview, Test

Personal Requirements	Self-motivated and proactive with the ability to work unsupervised and under own initiative	Essential	Interview
	Excellent Interpersonal skills and approachable - especially in relating and communicating with children, young adults and people from differing backgrounds	Essential	Interview
	Extensive network of music industry and education contacts	Essential	Interview
	Ability to respond empathetically, calmly and diplomatically in challenging situations	Essential	Interview, Test
	A proactive and enthusiastic approach to the work and mission of the Charity	Essential	Application, Interview
	Enjoy working collaboratively and within a small team	Essential	Application, Interview
Special Working Requirements	Willingness to attend evening and weekend events as required	Essential	Application
	Have completed safeguarding training in the last 24 months	Desirable	Application
	A current, clear Disclosure and Barring Service (DBS) check	Essential	Application

To Apply

Please complete our online application form, which includes submitting your CV and a cover letter: [Application Form](#)

If you have any questions or require an offline form, please contact Ben Margetts, CEO at jobs@futuretalent.org

Closing Date: 10am on Thursday 2nd April 2026

Interview Dates:

First round (Zoom) on either Thursday 9th or Friday 10th April 2026

Second Round (In person at a York venue, TBC) on Friday 17th April 2026

Conditions of Employment

Contract: Part time (0.8 or 0.6 FTE), subject to a six-month probationary period

Hours: 32 or 24 hours per week. Hours and days are negotiable but should include Tuesdays working remotely and once a month in the office with the rest of the team. This will include some evening and weekend work for events and performances, for which time off in lieu will be given.

Office address: Chester House CH3.24, 1-3 Brixton Road, Kennington Park, London SW9 6DE

Salary: £28,000 - £32,000 pro rata according to experience

Holiday Entitlement: 25 days paid annual leave pro rata, in addition to statutory public and bank holidays

Our Charity

Future Talent was co-founded in 2004 by the Duchess of Kent and Nicholas Robinson to support gifted young musicians from challenging backgrounds, via financial assistance and bespoke mentoring and guidance to fully realise their musical potential.

We provide performance and development opportunities, career guidance, mentoring with music professionals and financial assistance to over 150 young musicians in 2025/26. We are passionate about building confidence and enhancing musical and personal experiences to enable these talented young musicians to flourish and thrive, irrespective of background and circumstance.

Co-Founders: HRH The Duchess of Kent, Nicholas Robinson

President: Sir Mark Elder CBE

Ambassadors: Rekesch Chauhan, Dame Judi Dench CH, DBE, FRSA, Danielle de Niese, Sheku Kanneh-Mason, Sir James Galway OBE, Lady Jeanne Galway, Lesley Garrett CBE, Matilda Lloyd, Guy Johnston, Tolga Kashif, Seckou Keita, Nishat Khan, Kyle Simmons, Sting CBE, Joby Talbot,

Trustees: Nicholas Robinson (Chair), Gregor Bamert, Nicolas Butty, Ross Cattell, Sarah Counter, Danae Eggen, Kieran Jones, Chloe Ortiz, John Sendama, Erin Townsend, Laura Worsley, Anne-Liese van der Linden

CEO: Ben Margetts

