

Take Note Application Pack

Who can apply?

Take Note is a leadership program that addresses the gender inequality of jazz musicians by celebrating women and gender diverse leaders on stage and in high schools across Victoria.

The successful applicant will be an artist who is already on their path to creative leadership and who displays exemplary musicianship and leadership potential.

Program Objectives

Take Note will:

- Provide leadership, remuneration and professional development opportunities for an early to mid-career jazz leader.
- Showcase aspirational and relatable role models during a key development stage for students and young musicians – “if you can see it, you can be it”.
- Encourage increased participation in jazz by young musicians, particularly women and gender diverse people, and encourage greater long-term intake rates into tertiary courses and the sector itself.
- Champion creative leaders from under-represented genders for the next generation.
- Raise awareness of the barriers faced by women and gender diverse people in music and promote new ideas to create a diverse future for jazz in Australia.

The successful candidate will receive:

- A \$5,000 cash bursary to support the development of new original music to be presented at the 2024 Melbourne International Jazz Festival.
- A career development package comprising mentoring sessions and professional development shaped around the needs of the Jazz Leader. Examples of professional development may include areas such as artistic and composition development, marketing and promotion, project management, funding, etc.
- A performance at the 2024 Melbourne International Jazz Festival (18 – 27 October), for which the artist will be paid an additional performance fee.
- Rehearsal space in the lead up to the MIJF 2024 performance.
- Ticketing package for MIJF 2024 and networking opportunities based around Festival events.
- Regional and metropolitan mentoring engagements as part of the delivery of educational activities in secondary schools for which the artist will be paid an additional facilitation fee.
- University mentoring engagement for which the artist will be paid an additional facilitation fee.

Eligibility Criteria

You are eligible for *Take Note* if you:

- Are a woman or gender diverse musician
- Identify as an early to mid-career jazz leader
- Reside in Victoria
- Currently work as a professional musician in the Victorian jazz industry

How do we define an emerging jazz leader?

We will accept applications from anyone who self-identifies as an early to mid-career jazz leader. As a guide, you will likely have practiced professionally for less than 15 years, especially in the context of a band/ensemble leader. There are no specific age restrictions or requirements.

In addition to meeting the eligibility criteria, the successful applicant must:

- Commit to the development of new original music suitable for a performance outcome in the 2024 MIJF program. Please be aware that there may be restrictions as to ensemble size or scale of project, to be negotiated with MIJF by the successful candidate.
- Be available to perform at MIJF during the period 18 – 27 October 2024, at a date and time nominated by MIJF, for which you will be paid a performance fee.
- Commit to being available for media/promotional opportunities as reasonably requested from time-to-time by MIJF.
- Create an individual career development plan in conjunction with MIJF team members.
- Undertake Professional Development to develop a workshop to tour to schools in Victoria, working with the MIJF Festival & Programs Coordinator and Education Consultant.
- Be available to lead workshops and performances in regional and metropolitan schools, and/or online if required, during the dates nominated by MIJF, for which you will be paid a facilitation fee. This will be undertaken with an agreed ensemble.
- Be available to engage in university mentoring session(s) in April/May 2025 for which you will be paid an additional fee.
- Commit to obtaining a Police Check and Working with Children Check as necessary.
- Be willing to adhere to all relevant MIJF policies and procedures.

Timeline

- Monday 26 February 2024, 12:00pm AEST – Applications Close
- Wednesday 6 & Thursday 7 March 2024 – Shortlisted applicants interviewed (please ensure you have time available on these dates)
- Mid-March 2024 – Successful applicant notified
- Late-March 2024 – Successful applicant announced
- April 2024 onwards – Commission development, career development sessions and education workshop development
- April - July 2024 (TBC) – Secondary education workshops
- 18 – 27 October 2024 – MIJF 2024 Performance outcome
- April/May 2025 – University mentoring engagement(s)

Application Process

To apply you'll need to submit the following application materials by 12.00pm AEST on Monday 26 February 2024.

- Short answers to the following questions:
 - a. why do you want to be the Take Note Jazz Leader, and what would you like to achieve from the program?
 - b. what leadership experience or qualities do you bring to the Take Note program?
 - c. what is your proposal for the development of new original music, for performance at the festival?
 - d. what is your proposal for creating a jazz/improvisation workshop for high school aged students (years 9-12) participating in the education portion of the program?
- Please provide links of up to three representative audio samples of your performance and/or composition work (i.e. Soundcloud, Bandcamp or Dropbox - please ensure passwords are provided if links are private). Please do not send Google Drive links.
- A CV/bio outlining your career achievements to date, particularly highlighting relevant examples of exemplary musicianship and leadership potential you have already displayed (approx. 1 page)

Applications should be submitted through the application form [here](#)

Applicants who do not provide all the material outlined above will not be considered.

Shortlisted applicants will be contacted by MIJF to arrange a short in-person interview. MIJF will convene a panel of relevant professionals to select the successful applicant.

Aboriginal and Torres Strait Islander people, people with disability, LGBTQIA+ and culturally and linguistically diverse applicants are strongly encouraged to apply.

If you have any questions please do not hesitate to contact Merinda Dias-Jayasinha, Festival & Programs Coordinator: merinda@melbournejazz.com or by calling (03) 9001 1388.