



GRID Perth

Program Assistant/ Artist buddy , \$25 p/hour

GRID (Grass Roots Indie Development) is an artist development program, supporting emerging musicians around Australia and strengthening communities through music.

This year we will be working with 4 artists from outer suburbs of each city (Sydney, Brisbane, Perth, Melbourne), providing them with the following:

- one on one mentoring with a manager/publicist to help develop a release plan
- one-on-one song-writing session with an established writer
- full production of one song
- 2 X videos to help them promote their release (1 short profile doco of their time in the program, 1 live performance video)
- A launch show with all 4 artists together within the region that we will be working in.

Description of role

The role is to help both the program staff, as well as the program artists, to ensure they are feeling supported throughout the program.

GRID promotes an environment of inclusivity of all genders, cultural backgrounds and musical styles. We induct our team members around a set of best cultural practices prior to commencing. We will send through guideline before the program commences and will also have a phone-call and meeting with the successful applicant to make sure they are feeling comfortable in the role and to answer any questions they may have.

The successful applicant will be reporting to Ariel Blum and Ayesha Mehta (co-founders)

We encourage all ideas to be shared and thus we are looking for a program assistant who is confident and creative. We are open to applicants from different professional/ academic backgrounds outside of working in the music industry.

The program assistant will be set up with GRID email account and Monday account, which will be the place to log all of their activity, updates and ideas.

Roles and Responsibilities

Call out- phase

May 31- June 31

The program assistant will share the GRID call out phase amongst their community and friends, as well as answer any questions potential artist may have about the program. The applicant's ability to connect with musicians in the target region is the key element to this responsibility. The communication with potential applicants can be done online or face-to-face.

GRID staff will support the program assistant through this process and provide specific copy and material to share.

Estimated hours - 3 hours per week for 4 weeks (12 hours)

Meet and Greet event

Wednesday July 3 – 12pm to 8pm

- Meet GRID staff on the morning of Meet and Greet event
- Help GRID staff set up venue (address TBC)
- Attend Meet and Greet Event with all artists and mentors

Estimated hours - 8 hours

Saturday July 6 and Sunday July 7 – Mentoring Weekend

All of the artists will be working one on one with the music industry mentors across the weekend.

The program assistant will:

- Help set up the venue
- Participate in the mentoring seminar as a participant, learning from the music industry mentors about the music business
- Take notes from the mentors to feed back to the artists
- Help back down the venue

Estimated hours – Saturday July 6, 9:30am to 4:30pm – 7 hours
Sunday July 7, 9:30am to 2pm – 6 hours

Artist get together #1 (Late July, Date TBC)

- Source location for the artists to meet to hangout, share a meal and share their new demo songs.
- Facilitate a sharing session with all the artists about their time in the program so far. GRID staff will support the program assistant with how to run the session.

Estimated hours - 2 hours face time 2 hours prep time (4 hours)

Artist get together #2 (Late August, Date TBC)

- Source location for the artists to meet to hangout share a meal and share their newly produced track
- Facilitate a sharing session with all the artists about their time in the program so far. GRID staff will support the program assistant with how to run the session.

Estimated hours - 2 hours face time 1 hour prep time (3 hours)

Live Show – September 21

- Help GRID staff on the day of the live show
- MC the live show (optional)

Estimated hours – 5pm to 12am (7 hours)

Total amount - \$1075