



Local Representative: Person Specification

Our local representatives come from many backgrounds and age groups and are not necessarily musicians. They are individuals who wish to make a contribution to music education at the local level.

The qualities and experience that we are looking for in people who apply are as follows:

- Patient, diplomatic and helpful manner
- Good communication and organisation skills
- Able to remain calm under pressure
- Able to respond flexibly to changing demands
- Honest, reliable and able to maintain confidentiality
- Commitment to excellent customer service
- Commitment to aims and values of ABRSM

The following are essential requirements:

- Access to and familiarity with email and the internet
- Attending regular development and training events organised by ABRSM

The following would be an advantage, but not essential:

- Experience of working with children and young people
- Experience of ABRSM music exam system

Other information:

- Applicants should show on the application form and/or at interview how they meet the above criteria.
- ABRSM is committed to safeguarding and promoting the welfare of children and young people and we expect our workforce to share this commitment.
- ABRSM embraces equal opportunities and diversity and positively encourages applications from all eligible and suitably-qualified candidates.