



**London
Sinfonietta**
making new music



Librarian

Freelance

April 2025

About London Sinfonietta

The London Sinfonietta is at the forefront of contemporary arts in the UK and internationally. We are one of the world's finest contemporary music ensembles with a reputation built on cutting edge programming and virtuosic performances. Founded in 1968, we have commissioned over 450 new works and premiered many hundreds more. We always seek to inspire more people with the sound of new music – across contemporary classical, jazz and experimental music – at venues including contemporary arts spaces, electronic music venues, international concert halls, and in community settings.

We are resident at London's Southbank Centre and Artistic Associate at Kings Place, perform around the UK and internationally, and have an extensive catalogue of recordings. We develop new talent from school projects through to early career professionals, ensuring the next generation of contemporary music creators thrives. We break new ground in the digital sphere and have created a participatory app with the musician Steve Reich which is still being used world-wide and launched our own digital channel.

We believe that contemporary arts and music are relevant to all people's lives, and commission and produce work that addresses issues affecting modern society, to connect with wider audiences and engage their imaginations. In 2021, we pioneered in the UK the first ever entirely bicycle-powered classical concert, working with theatre director Katie Mitchell in the staging of Laura Bowler's [Houses Slide](#). More recently, we staged Alicia Jane Turner's one-person opera [Tell me when you get home](#) with an all-female and non-binary creative team, which explored gendered experiences of walking home alone at night. We regularly collaborate with artists from other genres and have also worked extensively with choreographers, visual artists and animators.

Following the Covid Pandemic, we are now working hard to rebuild our national and international touring programme. With more UK performance dates in our diary, we will also be touring to Poland, Norway, Ireland and Holland in the 25/26 season.

Our participation and learning work has gone from strength to strength over the past 35 years, after we were the first orchestra in the UK to establish a music education programme in the early 1980s. We reach thousands of people a year via public participation opportunities at concerts and events, schools and community engagement (both live and online) including our [Sound Out](#) concerts and [Composition Challenge](#) workshops and concerts involving the public on stage with us. Our [talent development programmes](#) provide world-class training to early career musicians through our side-by-side projects and composers are supported on our recurring [Writing the Future scheme](#) which, in the current round, is supporting, producing and performing the work of four music creators including those from non-classical and diverse backgrounds.

We take positive action in relation to artist representation. In 2024 we met our targets of reaching a 50:50 balance between pieces commissioned from men and women. We also reached our target of commissioning 30% of works from those representing Global Majority backgrounds.

The London Sinfonietta is a member of the Arts Council England's National Portfolio of Organisations and has confirmed funding from them until at least the end of March 2028, when (along with other NPO organisations) we will reapply.

We are now starting to work towards our 60th Anniversary of the organisation which lands in January 2028.



The opportunity and who we are looking for

London Sinfonietta is one of the world's leading contemporary music ensembles, having established a world-wide reputation over 50 years. Our mission is to engage wider audiences in new music, support and inspire individuals and communities through music, and develop composing and performing talent.

The Librarian role is critical to the smooth running of the work of the Ensemble, ensuring scores and parts are sourced, prepared and circulated to the right people for each project in a timely fashion, and then ensuring the materials for rehearsals and concerts are in place. This freelance/self-employment opportunity, working to the Head of Concerts & Production and the Concerts & Tours Producer.

Key Responsibilities

- Order music from publishers and organise the return of material
- Obtain perusal scores and, on receipt of music, give accurate orchestrations to the Concerts Dept. for planning and accurate booking of players
- Prepare performance material, including occasional bowing of parts and other editing (such as fixing poor page turns), and ensure parts and pads are ready for rehearsals/concerts
- Provide scores for conductors/soloists as required
- Scan parts/scores and upload to the LS digital parts library
- Send digital copies of parts, or hard copies/photocopies if required, for all repertoire to players as soon as material is available
- Ensure that hard copies of the music are provided for in the Music Bag which then is taken to all rehearsals and the concert. This involves ensuring there are back-up sets of parts in case music is forgotten by players.

General Duties

- Be part of online monthly meetings with the Concerts Production team of London Sinfonietta
- Manage the Library storage at Henry Wood Hall
- Occasionally liaise with composers/conductors

**“The world’s top
new music ensemble”**
The Times



Person Profile

Essential Skills & Abilities

- Musically literate to a high level in order to examine scores and parts of often complex and specialist contemporary classical music compositions and understand what it will take to perform them faithfully
- Excellent written and verbal communication skills
- Strong IT skills, in order to maintain data base information which LS use (including ArtsVision)
- Passion for or interest in contemporary music
- Detail orientated
- Ability to work flexibly, as this work is likely to need to fit around other commitments
- Self-motivated, resourceful, and a strong team player
- Understanding of GDPR and data protection principles

Essential Experience

- Working as a librarian for a classical music organisation
- Working with professional classical musicians



Working with London Sinfonietta

We are a small, friendly and enthusiastic team based at Theatro Technis, in Camden (near Mornington Crescent and Kings Cross St Pancras stations). We are a hands-on organisation, with all staff able to input into the strategic direction of a world-renowned contemporary arts organisation.

Equity and Diversity

London Sinfonietta is committed to becoming a more diverse and inclusive organisation. We encourage applications from those who are currently under-represented in our workforce and also more widely in the classical music industry, including D/deaf or disabled, and applicants who experience barriers due to ethnicity, gender identity and/or socio-economic background. Should you require any reasonable adjustments throughout the application process, please let us know.

To ensure that our equal opportunities process is effective and to monitor the range of people who are applying to work with us, please complete an Equality and Diversity monitoring form with your application. Please access the form by clicking the following link or copying and pasting the address into your web browser: <https://forms.office.com/e/M6UnUJAqwb> All responses submitted are anonymous and will not be used by the interview panel for the purposes of selection.

Data Protection

London Sinfonietta is aware of its obligations under the General Data Protection Regulation (GDPR) and is committed to processing your data securely and transparently. Please visit <https://londonsinfonietta.org.uk/privacy-and-cookie-policy> which sets out, in line with GDPR, the types of data that we collect and hold on you and how the data is processed.

**“If I was the British Government, I’d declare
the London Sinfonietta a national treasure...”**

Steve Reich



Terms and Conditions

Line Manager: Head of Concerts Production

Contract: Ongoing freelance contract

Working Hours: It is anticipated that the service provider will need to set aside 4 days per month on average, to be worked across each month as they determine is necessary and in line with the demands of the role.

Office Address: Theatro Technis, 26 Crowndale Road, London, NW1 1TT
The office provides a base to which music can be delivered and collected. It is located next to a sub-post office when mailing is required. The Librarian can attend this office and process music if required, having a photocopier/scanner in place. The London Sinfonietta Library is held at the Henry Wood Hall where there are also photocopying and scanning facilities. The service provider is able to work remotely or from the locations above, as determined by the needs of the role.

Fee: A monthly retainer/fee of £800 is offered, representing £200 a day for 4 days a month.

Start date: To be agreed



How to be considered for this opportunity

To express an interest in this freelance opportunity, please send a cover letter outlining your relevant experience to recruitment@londonsinfonietta.org.uk by **12 noon, Wednesday 7 May 2025**.

In addition, we would be grateful if you could complete the [Equality and Diversity Monitoring Form](#) with your application. Please note that the responses submitted are anonymous and for monitoring effectiveness of our recruitment processes only and will not be used by the interview panel for the purposes of selection.

Closing date for applications: 12 noon, Wednesday 7 May

We will be in touch with all applicants following the deadline regarding next steps.

If you would like an informal chat before applying, or for any queries about this opportunity, please email andrew.burke@londonsinfonietta.org.uk

