



Regional Choir Director
East Lothian
Job Pack

WELCOME



We're looking for an enthusiastic and skilled Regional Choir Director to help us launch a brand new choir from the ground up in East Lothian! This is a rare chance to shape something special from the very beginning — a new team, a fresh vision, and a vibrant community.

With over 20 years of singing activity in the area through our well-established children's singing groups, there's already a strong foundation and a group of enthusiastic young singers ready to take the next step. You'll be building on this legacy, supported by a passionate local team and strong backing from the local authority.

If you're excited by the idea of making a real impact, nurturing young voices, and being part of something new and full of potential, we'd love to hear from you.

About NYCOS

Founded in 1996 by Christopher Bell, NYCOS provides exceptional choral singing opportunities and training that enable Scotland's young singers and their leaders to progress and flourish. NYCOS consists of 7 national choirs, including the internationally-renowned National Youth Choir of Scotland, a network of Regional Choirs across the country and a considerable Creative Learning programme.

As well as being fun, singing together in a choir has many benefits for children's development and well-being. These include gaining music education, making friends and boosting confidence through performing, and helping to develop literacy, concentration and memory. Led by experienced music teachers and choir leaders, the Regional Choirs meet once a week during term time, where children learn and sing together with others their age and are open to children and young people aged 7-18 years.

We believe that inclusion and progression go hand-in-hand and we work to ensure that the greatest number of children and young people sing with NYCOS. Excellence is at the centre of all our work and we continue to increase opportunity and participation for all children and young people, whatever their circumstances.

ABOUT THE ROLE



As Regional Choir Director you will be responsible to the Artistic Director for maintaining high standards of singing and musicianship and to the Chief Executive for the smooth running of the Regional Choir. You will have a proven track record in choral directing, combined with enthusiasm and commitment to the aims of NYCOS to promote and enhance choral singing in Scotland.

You will be musically experienced and knowledgeable, energetic, creative and enthusiastic. You will be passionate about the musical and social development of children and young people and will manage the singing and musicianship staff to deliver high quality sessions to members. Each choir has a Choir Coordinator and you will work closely with them to ensure the smooth running of the choirs. You will present and conduct concerts and performances.

REGIONAL CHOIR MEMBER:

"I love the variety of repertoire that we get to perform. Through the years my confidence has grown a lot and being on the stage with your friends is the best thing in the world."

JOB DESCRIPTION

Job Title:

Regional Choir Director (East Lothian)

Reporting to:

Regional Choirs Producer

Supervises:

Singing and musicianship staff (not line management)

Location:

East Lothian

Hours:

Thursday evenings, 26 weeks during term time plus 2 concerts

Starting date:

September 2025

Role Purpose:

To direct the East Lothian Regional Choir, working with the Artistic Director and Creative Learning Director.



RESPONSIBILITIES

To lead rehearsals of some, or all, of the groups on a Regional Choir rehearsal night.

To assist in the appointment of staff members in consultation with Artistic Director and Regional Choirs Producer

To agree and appoint additional staff, in consultation with the Artistic Director and Director of Creative Learning.

To use NYCOS' Kodály-based methodology during rehearsals and to motivate staff to use it, with training and support from NYCOS.

To audition potential new members of the choir, as appropriate throughout the year.

To plan and chair staff meetings as appropriate and at least once per term.

To choose repertoire appropriate to the singers and where appropriate order music for weekly rehearsals within the suggested guidelines of the Artistic Director.

To choose programmes and conduct / present concerts and performances, usually two per year in Summer and Winter.

To monitor standards of musicianship sessions and support staff training and development, with the Director of Creative Learning.

To manage and monitor staff timetables, timesheets and payroll approval on a weekly basis.

To work closely with the relevant Regional Choir Coordinator on weekly rehearsal administrative and membership matters.

To liaise with the Artistic Director on artistic and musical matters.

To liaise with the NYCOS Office on administration and membership matters.

To attend training, Directors' meetings or other events as relevant and appropriate.



PERSON SPECIFICATION



Experience

Experience in directing choirs, preferably with children and young people.

Record of planning and delivering presentations and concerts.

Considerable leadership skills and experience in managing a team.

Ability to communicate with a variety of people, including children and young people, music staff and families.

Enthusiasm and commitment to the aims of NYCOS to promote and enhance choral singing in Scotland.

Knowledge

Knowledge of choral music and conducting.

Knowledge of the Kodály approach to musicianship.

Understanding of the barriers and challenges which can prevent inclusion and strategies to overcome them.

Knowledge of the Scottish music and education sectors.

Competencies

Adapts and works flexibly with a variety of situations, individuals or groups.

Demonstrates and promotes enthusiasm, commitment and a passion for choral singing.

Excellent interpersonal and team skills.

Ability to use online platforms and develop social media presence of choir.

Develops collaborative relationships with people and with existing and potential partners.

Planning effectively, thinking ahead.

TERMS & CONDITIONS

Hours

Up to 90 mins per week, 26 weeks during term-time

Winter and Summer concerts and other performances tbc, further administration as required.

Salary

£37 per hour plus additional responsibility payment

Reporting to

This post will report to Louise Major, NYCOS Regional Choirs Producer.

Notice

3 months or 1 school term.

Employment requirement

The post-holder must have the right to work in the UK and will be required to provide the necessary paperwork to verify this.

NYCOS is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

By applying for this vacancy, you consent to the safe storage and handling of any personal data you've provided us with. We will never share your data with a third-party without your consent. You can request the removal of your data at any time, by emailing info@nycos.co.uk.

Unfortunately, we will only be able to give feedback to those candidates who are shortlisted.

HOW TO APPLY

You will be required to complete and submit the following:

Curriculum Vitae (CV), 2 pages maximum, 11pt minimum font size

Covering letter, letting us know why you would like to work with us in this role and the skills and experience you would bring to the position, 2 pages maximum, 11pt minimum font size

Equal Opportunities monitoring form.

In order to ensure the shortlisting process is anonymous and fair, please do not include your name or photograph on your CV or covering letter. Instead, please include personal details in the Equal Opportunities monitoring form. You should have proof of your Right to Work in the UK, and be prepared to provide evidence if required. The successful candidate will be required to complete a full Right to Work check before commencing employment.

Deadline for applications: please send your completed documents to jobs@nycos.co.uk by **noon on Friday 15 August**. We will not be able to consider applications received after this deadline.

Interviews dates are to be confirmed. We will provide a BSL interpreter or live captioning if required. Please get in touch if you require any adjustments or assistance to participate, should you be invited to interview.

If you would like to discuss this role further or discuss access requirements before you make an application, please contact Louise Major, NYCOS Regional Choirs Producer via louise.major@nycos.co.uk

We welcome and encourage applications all communities and especially those from minority ethnic communities. Our board and staff believe by improving the diversity within our organisation and our leadership, we will improve the quality of our work.

Good luck with your application and thank you for your interest in NYCOS.

nycos.co.uk

f i t @nycocotland



All photographs by Sally Jubb Photography

National Youth Choir of Scotland (known as NYCOS) is a registered Scottish charity, SC024899.