



**Regional Choir Music Staff**  
*East Lothian*  
Job Pack



# WELCOME



We're looking for enthusiastic and skilled Music Staff to help us launch a brand new choir from the ground up in East Lothian! This is a rare chance to help our new Choir Director 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. Initially our choir will focus on Primary 4 to Primary 7 aged children and young people allowing for steady growth to a senior choir over time.

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

NYCOS (The National Youth Choir of Scotland) helps young people discover their love for singing. Founded in 1996, NYCOS supports children and young people to reach their vocal potential and promotes choral singing across Scotland. In the past decade NYCOS National Choirs have toured the UK, US and Europe. They've sung for heads of state, international festivals, streaming giants, appeared on world famous stages and scored five star reviews. And many of them started out at one of our Regional Choirs.

NYCOS runs thirteen Regional Choirs for ages 7–18, where experienced music leaders help young singers learn, grow, and sing together. Regional Choir members attend weekly rehearsals during term time for 26 weeks during the academic year.

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.

NYCOS believes that inclusion and progression go hand-in-hand and works to ensure that the greatest number of children and young people sing with NYCOS. Excellence is at the centre of all NYCOS work and the organisation continues to increase opportunity and participation for all children and young people, whatever their circumstances.

# ABOUT THE ROLE



## About the Role

As Music Staff you will support the Choir Director in delivering high-quality musicianship education to our Regional Choir members. You will be passionate about the musical development of children and young people and committed to using the Kodály approach to build their musical skills and confidence.

Rehearsal time is split between:

**Singing Rehearsals** – Young singers work on exciting, age-appropriate repertoire, learning harmony, expression, and vocal technique in a supportive group setting.

**Musicianship Lessons** – Every week, children take part in a 30 minute fun, games-based musicianship class to build their musical skills. These lessons follow a progressive pathway with Bronze, Silver, and Gold Award Certifications. Our Gold 2 Award is accredited by ABRSM and recognised as the equivalent of Grade 5 Music Theory.

Children also take part in two showcase concerts each year - one in Winter and one in Summer, giving them the chance to perform on stage and celebrate their progress with family and friends.

### 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:**

Music Staff

**Reporting to:**

Regional Choirs Producer

**Supervises:**

N/A

**Location:**

East Lothian

**Day of rehearsals:**

Thursdays

**Hours:**

Thursday evenings, up to 90 mins per week for 26 weeks during school term time.  
Winter and Summer concerts and other performances as required.

**Salary:**

£37 per hour (under review)

**Starting date:**

September 2025

**Role Purpose:**

To support the Regional Choir Director in delivering high-quality musicianship education using the Kodály approach, contributing to the overall success of Regional Choir rehearsals.





# RESPONSIBILITIES

## **Core Responsibilities:**

- Teaching musicianship using the Kodály approach
- Occasional section leading during singing rehearsals
- Responsibility for the safety and wellbeing of children within the classroom
- Supporting the Choir Director in maintaining high standards of musical education

## **Additional Responsibilities:**

- To assist at concerts in June and December
- Additional events, including recruitment workshops throughout the year where required
- Participating in staff meetings and training sessions as appropriate

# PERSON SPECIFICATION

## Essential

### Experience

- Trained in the Kodály approach to musicianship
- Experience working with young people
- Enthusiasm for, and commitment to, the aims of NYCOS in promoting and enhancing choral singing in Scotland

### Knowledge

- Understanding of the Kodály methodology and its practical application
- Knowledge of child development and age-appropriate teaching methods
- Basic understanding of safeguarding principles when working with children

### Competencies

- Excellent communication skills with children, young people and adults
- Ability to work as part of a team under the direction of the Choir Director
- Enthusiasm and energy for working with young singers
- Reliability and punctuality
- Flexibility and adaptability in different choir environments

## Desirable

### Experience

- Able to deliver up to Gold level of NYCOS musicianship programme
- Previous experience in music education settings
- Experience working with children's choirs or youth music groups

### Knowledge

- Understanding of best practice in safeguarding children
- Knowledge of the Scottish music and education sectors
- Awareness of inclusive teaching practices

### Competencies

- Additional musical skills (instrumental, vocal, composition)
- Understanding of different learning styles and needs



# TERMS & CONDITIONS

## **Notice**

1 month.

## **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](mailto: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](mailto: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](mailto: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.