



NATIONAL  
YOUTH CHOIR

# Head of Pathways

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(maternity cover)





# Job Description

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| <b>Job Title:</b>       | Head of Pathways (maternity cover)  |
| <b>Contract:</b>        | Fixed term, April 2026 to March 2027                                      |
| <b>Salary:</b>          | £40,000 pro rata  |
| <b>Hours:</b>           | 14 hours per week (0.4 FTE)   |
| <b>Reporting to:</b>    | Creative Director   |
| <b>Responsible for:</b> | Programmes Manager (Pathways) and Project Manager                         |
| <b>Location:</b>        | Remote (national), or based in our Durham office, with travel as required |

The National Youth Choir creates and promotes a culture of belonging within the organisation and the wider music sector where differences are respected and valued, dignity, equality, inclusion and diversity are promoted, and everyone is encouraged and supported to maximise their true potential.

We want to be a relevant and more representative organisation. We welcome applications from all sections of the community and from across the UK, and particularly from applicants who are from groups currently underrepresented in our workforce. This includes candidates from Black, Asian and other ethnically diverse backgrounds, or who identify as D/deaf or disabled.

We are committed to keeping all children and young people safe, and follow a rigorous Safer Recruitment process to identify candidates who share this commitment. Successful applicants are expected to undertake a DBS check at the appropriate level before commencing employment.







# About National Youth Choir

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**More than a choir:** a community with a shared passion for singing and the life-changing opportunities it can offer.

Founded in the North of England in 1983, National Youth Choir has evolved from a single choir of 100 outstanding young singers to become a nationwide community and champion for youth singing. We stand for artistic excellence, creative diversity, and openness and relevance to all. We are driven by the passionate belief that all children and young people, regardless of individual circumstance, should be able to make music with others. Each one of them should have the opportunity and support to discover and explore their musical talent, achieving excellence at the highest levels.

Over the last ten years, National Youth Choir has been on a transformational journey, putting young people right at the heart of our community. We have expanded our profile, national reach, educational and creative programmes, and created new pathways in music progression for young people and aspiring professionals. We have taken direct action to be more representative and inclusive, delivering against ambitious aims to open up access and achieve life-changing musical and personal impact for more young people from a wider range of backgrounds.

We aim to lead the way in youth singing, developing new and accessible creative and educational approaches to inspire and engage young people at all stages of their development. Delivered by experts in their field, our programmes offer the highest standard of musical engagement, training and performance to stretch, challenge and excite participants.

# VISION, MISSION AND VALUES

## Our vision

Through excellence in singing, creating music, training and support, we help young people develop the confidence and skills to realise their greatest potential.

National Youth Choir is the place to come to for all young singers who want to be inspired, stretched, challenged and nurtured. We want to be a household name, which young people nationwide who love singing together aspire to join, from the widest range of backgrounds.

## Our mission

Nurturing talent, reaching new audiences and inspiring new ambitions.

Our mission is to build a nurturing nationwide community where young people can explore a diverse range of music, enjoy singing together and share their creativity. We champion the power of singing, opening up opportunities so that more young people from all walks of life can find and use their voice.

## To achieve our mission we are:

1. Striving for excellence in everything we do, delivering inspiring, ambitious and relevant creative and learning programmes with young people at their heart.
2. Expanding our reach, opening up opportunities for young singers and emerging professionals from all backgrounds across the UK to develop their potential;
3. Raising the public profile of National Youth Choir, our purpose, values, and the impact of singing, increasing awareness and engagement;
4. Developing organisational resilience, ensuring we have resources, capacity and structures to achieve ambitions and show our impact.



# OUR CORE VALUES

## Young people are the heart of our community

We focus on delivering the best possible experiences for young people and enabling them to fulfil their potential. We give a platform to young voices and empower them as co-creators to shape National Youth Choir, so it is relevant and inspiring to them.

## We're a welcoming and safe community where everyone can belong

We create an inclusive culture of belonging, opening up access for all young people to be able to sing and to be part of the National Youth Choir community, and creating a caring supportive environment where participants can flourish. Our programmes and people – participants, audiences, staff and trustees – are increasingly representative of our national community.

## We aspire to achieve excellence across everything we do

Creative excellence is central to our culture. For us this means providing inspiring learning experiences and the best possible care as well as delivering excellent creative outputs and supporting young people to fulfil their musical potential. We develop and share sector-leading practice and approaches and strive to become even better by reflecting, listening and learning from others.

## We're creative, imaginative and fun

Our creative programmes are exciting, challenging and diverse, promoting new music and exploring new approaches with energy and passion. We're not afraid to push boundaries and find new ways of doing things, and we are committed to supporting and developing the pipeline of musicians – singers, composers, conductors and leaders.





# Main purpose of the role

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The Head of Pathways is a senior management role. The post-holder will work closely with the Creative Director, Head of Creative Programmes, Project & Programme Managers and National Youth Choir's wider freelance creative teams to develop, plan and deliver exciting programmes, projects and events to achieve our organisational vision, mission and aims. The key responsibilities of the role are as follows:

- To oversee the planning, delivery and evaluation of National Youth Choir's Pathways programmes;
- To provide strategic leadership for National Youth Choir's approach to learning and engagement (Pathways);
- To develop National Youth Choir's creative networks, partnerships and opportunities
- To work closely with the Creative Director to develop and deliver National Youth Choir's creative vision and ensure consistently high standards across programmes.

The Pathways team currently consists of a Creative Producer and Programmes Manager, alongside the Creative Director. Our Creative Producer will be on maternity leave from May 2026 to March 2027; we are appointing a Head of Pathways for this period to support the strategic work which is currently being undertaken to develop a new creative strategy for National Youth Choir. The contract will start in April 2026 to allow for a handover period. Increased operational support will also be provided for this period. As this role is part of a maternity cover arrangement, it is offered on a fixed-term basis. The duration of the contract is expected to be 10 months.



# Main Duties and Responsibilities

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## Strategy

- Contribute to the development of National Youth Choir's long-term strategic plans;
- Work with the senior Creative Team to develop a national network of strategic partnerships that underpin the planning, delivery and advocacy of National Youth Choirs creative programmes;
- Create and develop frameworks for consultation and engagement with diverse communities, particularly young people and those underrepresented in choral music;
- Provide thought leadership, represent the organisation externally and help shape advocacy campaigns;
- Champion accessibility and inclusion by working with teams across the organisation to ensure that all creative programmes and transitions support and nurture young people from a wide variety of backgrounds;
- Review and reimagine existing programmes where appropriate, and design new programmes which will support our strategic aims;
- Design and implement innovative evaluation practices for all Pathways work and lead on impact reporting for funders and stakeholders.

## Management:

- Lead the Pathways team, including line managing the Programmes Manager (Pathways) and Project Manager, developing our freelance team, supporting Emerging Professional Artists and building a culture of creativity, collaboration, curiosity and youth-centred practice;
- Manage delegated programme and project budgets, providing budgeting and financial reporting information as required;
- Work with Head of Safeguarding and pastoral teams to ensure safeguarding policies and procedures are robust, up to date, and effectively embedded in all Pathways programmes;
- Work closely with the Communications team to proactively promote creative programmes and activities;
- Work with the Development team to create persuasive fundraising applications;
- Develop and implement the programme for National Youth Choir volunteers.





## Main responsibilities continued

### Equality, Diversity & Inclusion:

- Ensure that all National Youth Choir Pathways & Partnerships activities are inclusive, diverse and accessible;
- Ensure that youth voice is embedded in our Pathways work, prioritising the representation of young people's voices, needs and ambitions within National Youth Choir.

### Other:

- Work with members of all National Youth Choir teams to ensure joined up and effective working and provide creative input as required into all aspects of National Youth Choir operations;
- Ensure that all creative outputs and experiences are of the highest possible quality;
- Be prepared to work flexible hours, including weekends and evenings, and travel as the role requires.





# General Duties and Responsibilities

The particular duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibility entailed. All National Youth Choir employees are required to undertake the following general duties:

- Carry out such other duties as may be reasonably requested by their line manager, or any more senior manager commensurate with the grade of the role;
- Be aware of and comply with Data Protection legislation and confidentiality;
- Ensure compliance with health and safety policies and procedures, and risk assessments;
- Share in National Youth Choir's commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults;
- Be aware of National Youth Choir's Equality, Diversity and Inclusion policies and plans, actively promoting equality of opportunity, seeking opportunities to embed an inclusive culture of belonging and contributing to the improvement of our practices;
- Act as an ambassador to support and improve awareness of National Youth Choir's activities representing the organisation at events and meetings as required;
- Carry out all duties in accordance with National Youth Choir's policies, procedures and practices;
- Behave in a manner consistent with National Youth Choir's values, charter and code of staff conduct.





# Person specification

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**A proactive and collaborative individual, you will be a highly experienced arts manager with a passion for creating and realising innovative and relevant musical opportunities for young people from all backgrounds, and a commitment to widening access to creative experiences. You will be excited by the opportunity to contribute to National Youth Choir's strategic vision, and to integrate our creative programmes, bringing high quality musical opportunities to many thousands of young people across the UK.**

Our ideal candidate will have a proven track record of designing and delivering innovative create strategies and have an excellent understanding of the musical and educational landscape of the UK. You will be an inspiring leader with exceptional communication and interpersonal skills, and the ability to manage and develop relationships with a wide range of stakeholders. You will be a creative, analytical and strategic thinker with excellent project management skills.

You will be excited by the breadth of the role within a national organisation that continues to grow its reach and profile, and passionate about promoting equality, inclusivity and diversity across all our work.

## Education, Training and Skills

- Excellent organisational and time-management skills, including the ability to multitask and prioritise workloads;
- Excellent communication skills, in spoken and written forms, and the ability to work confidently with young people and a wide range of stakeholders;
- Strong project management and evaluation skills, including IT, budgeting and reporting skills;
- Ability to use excellent interpersonal skills to develop and cultivate strong relationships with stakeholders.

## Knowledge and Experience

- Extensive experience of developing and managing creative programmes and projects with and for young people at a significant scale and complexity;
- Experience of designing and delivering creative strategies;
- Experience of relevant widening access and inclusion initiatives;
- Experience of working with a wide range of partners, and developing professional networks and stakeholder relationships;
- Experience of embedding youth voice and representation to inform planning, delivery and review;
- Experience of developing and implementing evaluation frameworks to measure quality and impact;
- Experience of creating, managing and reporting on project/programme budgets;

- Experience of line management and supervision of freelance contractual teams;
- Excellent knowledge of good safeguarding practice and experience of implementing this in settings with young people;
- Excellent knowledge of music and the choral sector (any vocal traditions or genres);
- Knowledge and understanding of current best practice and inclusivity in the music and education sectors.

## Attributes and Behaviours

- Ability to inspire others as a leader, as well as the ability to work collaboratively as part of a team;
- Highly proactive approach – a self-starter;
- Ability to think strategically, analytically and creatively;
- Commitment to the principles of excellence and inclusion for young people in culture and the arts;
- Commitment to the highest creative and learning standards, particularly in relation to the development of youth and choral music;
- Passion for creating and realising innovative and relevant musical opportunities, and challenging preconceived notions of choral music;
- Commitment to principles of equality, diversity and inclusion;
- Ability to travel to support National Youth Choir activities and events as appropriate, and depending on the access needs of the post-holder;
- Willingness to work evenings and weekends as required.



## Remuneration and Terms

This is a part-time post of 14 hours per week with a salary of £40,000 pro rata. It is a fixed term role, from April 2026 to March 2027. The full-time equivalent salary is £40,000 (pro rata if the role is taken up on a part-time basis). National Youth Choir offers an annual leave entitlement of 25 days per annum (plus Bank Holidays) pro rata. Staff are automatically enrolled in the company pension scheme.

The post-holder will be required to travel to National Youth Choir activities and events as necessary, including residential courses. These events may take place outside of normal working time and time off in lieu will apply on such occasions.

The post is based remotely from home and we are happy to consider national candidate who will combine remote working with visits as needed to the Durham office and activities and events. The majority of our team work in this way. We will also consider flexible working patterns.

A sample contract with the full terms and conditions will be available for the shortlisted candidates.

## Data, Privacy and Confidentiality

The successful candidate will ensure, in the course of employment, that complete confidentiality is maintained in respect of National Youth Choir, its dealings, transactions, affairs and all other information relating to clients, audiences and participants, associates, staff, supporters etc.

The successful candidate will additionally ensure that all information relating to the above is processed in accordance with the General Data Protection Regulation (2018) and the Privacy and Electronic Communications Regulations (2003).

## Diversity and Equality

National Youth Choir strives to be an Equal Opportunities employer. The aim of this policy is to ensure that no job applicant, employee or participant receives less favourable treatment on the grounds of any protected characteristic. Individuals will be selected, promoted and treated on the basis of their relevant merits and abilities. All employees are required to comply with and actively promote this policy.

## Safeguarding

National Youth Choir is committed to safeguarding and protecting the children and young people that we work with. We ensure that our organisation has a range of policies and procedures in place so that we can do everything possible to safeguard our choir members and participants. As part of this we subscribe to Safer Recruitment practices and follow a rigorous recruitment process to screen out unsuitable applicants for employment. We will require the successful candidate to undergo a DBS check at the appropriate level before commencing in post.

# How to apply

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Please submit your CV, a covering letter (no more than 2 sides of A4) and an equal opportunities monitoring form, which you can download from our website:

**[www.nationalyouthchoir.org.uk/vacancies](http://www.nationalyouthchoir.org.uk/vacancies)**

by emailing it to **[apply@nationalyouthchoir.org.uk](mailto:apply@nationalyouthchoir.org.uk)** with the job title in the subject line

The deadline for applications is midday on **Wednesday 25th February.**

First round interviews will be held on **Tuesday 10th March.**

We are happy to discuss any access needs or accommodations to support you in the recruitment process. If you would like to discuss this, or have any questions about the role, please email Emma Coulson at **[apply@nationalyouthchoir.org.uk](mailto:apply@nationalyouthchoir.org.uk)**



# Find out more

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You can find out more about National Youth Choir at **[www.nationalyouthchoir.org.uk](http://www.nationalyouthchoir.org.uk)** and via our social media and content channels:

## **Facebook:**

[facebook.com/nationalyouthchoir](https://facebook.com/nationalyouthchoir)

## **TikTok:**

[tiktok.com/@nationalyouthchoir](https://tiktok.com/@nationalyouthchoir)

## **YouTube:**

[youtube.com/@natyouthchoir](https://youtube.com/@natyouthchoir)

## **Instagram:**

[instagram.com/nationalyouthchoir](https://instagram.com/nationalyouthchoir)

## **Spotify:**

[nationalyouthchoir.org.uk/listen](https://nationalyouthchoir.org.uk/listen)

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