



## SCOTTISH CHAMBER ORCHESTRA

### ADVOCACY AND EXTERNAL AFFAIRS MANAGER

JULY 2026

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## 1. Welcome from the Chief Executive

Dear Candidate,

Thank you for your interest in the role of **Advocacy and External Affairs Manager** at the Scottish Chamber Orchestra.

This is an exciting and significant moment to join the organisation. Following our 50th Anniversary celebrations in 2024, and as we look towards the opening of our new home - the Dunard Centre - in the heart of Edinburgh, we are entering a new chapter in the SCO's development.

Alongside our artistic ambitions, we are increasingly focused on ensuring that the value and impact of our work is effectively evaluated internally and clearly understood by those who shape public policy, influence opinion and support cultural investment. At a time when cultural organisations face both significant opportunities and challenges, building stronger relationships with policymakers, stakeholders, funders and advocates has never been more important.

We are therefore investing in a new Storytelling and Impact Function within the organisation, bringing together research, evaluation, advocacy and strategic communications. Working alongside our new Evaluation and Impact Manager, the Advocacy and External Affairs Manager will play a leading role in ensuring that the evidence, insight and stories generated through our work are communicated effectively to policymakers, stakeholders, funders, partners and advocates.

Reporting directly to me, this role offers an exciting opportunity to shape how the SCO engages with Scotland's cultural, political and civic landscape at a pivotal moment in the organisation's development. The successful candidate will help build understanding of the SCO's contribution to artistic excellence, education, community wellbeing and cultural life, ensuring that our voice is heard by those who influence policy, investment and public debate.

The Scottish Chamber Orchestra is an equal opportunities employer committed to finding the very best candidate for this position. We aim to create an equal and fair recruitment process open to all. Accessible and welcoming to the diverse communities and partners we engage with, applicants will receive equal treatment irrespective of age, sex, sexual orientation, gender reassignment, race, religion or belief, marital status, disability or pregnancy/maternity.

We look forward to hearing from you and discussing this role in more depth.

With best wishes,



Gavin Reid  
**Chief Executive**

## **2. About the Scottish Chamber Orchestra**

The Scottish Chamber Orchestra (SCO) is one of Scotland's five National Performing Companies and has been at the heart of the nation's cultural life since 1974.

Internationally recognised for the quality and versatility of its performances, the SCO presents a wide-ranging programme of orchestral, chamber and choral music throughout Scotland, internationally and online. Its repertoire spans classical masterworks, contemporary commissions and innovative cross-artform collaborations.

Under the direction of Gregory Batsleer, the SCO Chorus is an auditioned amateur ensemble which has built a reputation as one of Scotland's most vibrant and versatile choirs. As the Orchestra's resident chorus, it performs regularly with the SCO and also presents its own programme of performances and collaborations.

Alongside its artistic programme, the SCO is committed to ensuring that people of all ages and backgrounds can engage with and participate in music. Through its Learning and Participation programme, the Orchestra delivers workshops, participatory projects, performances and resources in schools, communities and health and social care settings.

A particular highlight of recent years was the SCO's five-year residency in Edinburgh's Craigmillar community, which built on the area's rich tradition of community arts and connected local people with a national cultural resource. The learning, partnerships and relationships developed through this work continue to inform the organisation's approach to community engagement and participation.

An exciting new chapter for the SCO began in 2019 with the appointment of Maxim Emelyanychev as Principal Conductor. His tenure has recently been extended until 2031, reflecting the extraordinary artistic success of his partnership with the Orchestra.

The SCO enjoys long-standing relationships with many leading artists working across orchestral, chamber and historically informed performance. The Orchestra is also committed to the creation and performance of new music, having commissioned more than 200 new works from composers including current SCO Associate Composer Jay Capperauld, Sir James MacMillan, Dame Judith Weir, Anna Clyne, Errollyn Wallen, Sir George Benjamin and the late Sir Peter Maxwell Davies.

Supported by the Scottish Government, the City of Edinburgh Council and a community of philanthropic supporters, the SCO brings together musicians, staff, Board members and partners in a shared commitment to artistic excellence, creativity and ensuring that great music remains accessible to as many people as possible.

### 3. The Orchestra's Year

#### WINTER SEASON

From late September to mid-May, the SCO's Winter Season provides around 23 weeks of own-promoted concerts throughout Scotland, typically with two or three concerts each week – at least 60 concerts in total. These take place weekly in Edinburgh and Glasgow with additional performances in Aberdeen, Inverness, Dumfries, Ayr, St Andrews, and Perth. Touring, recording, Family Festival, New Year 'Viennese' concerts and outside engagements such as Celtic Connections in Glasgow each January, also fall within this period.

#### SUMMER AND NON-SEASON

##### Scottish Summer Touring

From mid-May to the end of September, there is a core of 10-12 weeks' work. During the summer months, the SCO undertakes five to six weeks of Scottish regional touring to towns and villages throughout the Country, including remote areas in the Highlands and Islands.

##### Festivals and Overseas Touring

The SCO is one of Scotland's foremost cultural ambassadors, in demand throughout the world. International touring activities are supported by the Scottish Government. Most recently, the Orchestra visited the Concertgebouw, Amsterdam in May 2026; further trips to Europe and to East Asia are planned in future years. In the UK, the Orchestra regularly appears at the Edinburgh International Festival, the BBC Proms and at the East Neuk and Lammermuir Festivals.

##### Learning and Participation

The SCO is widely regarded as a leading innovator in the field of orchestral engagement and participation. Reaching over 12,000 people each year, right across Scotland, the Orchestra's Learning and Participation programme gives people of all ages and backgrounds opportunities to participate in, create and enjoy music and music making. The programme is structured into three areas: creative learning, creative communities and creative health and our range of programmes takes our musicians into classrooms, communities and health and social care settings across Scotland.

### 4. Structure and Background

The administration of the SCO consists of 27 full-time and 4 part-time members of staff. It is led by the Chief Executive, to whom the departments of Concerts, Learning and Participation, Marketing & Communications, Development & Sponsorship and Finance & Administration report (see attached Organisation Chart).

The Orchestra has several named positions including:

- **Maxim Emelyanychev** Principal Conductor
- **Andrew Manze** Principal Guest Conductor
- **Jay Capperauld** Associate Composer
- **Gregory Batsleer** Chorus Director

## **5. Job Purpose**

The Advocacy and External Affairs Manager will lead the Scottish Chamber Orchestra's advocacy, stakeholder engagement and external affairs activity, helping to build understanding of, support for, and investment in the organisation among policymakers, funders, opinion-formers and strategic partners.

Working closely with the Chief Executive, senior colleagues and the Evaluation and Impact Manager, the postholder will develop and deliver strategies that communicate the SCO's artistic, educational and community impact, strengthen relationships with key stakeholders and support the organisation's long-term ambitions.

The role will provide insight into the political, policy and cultural environment, identify opportunities for influence and engagement, and help ensure that the SCO is recognised as a leading contributor to Scotland's cultural life.

As part of the SCO's Storytelling and Impact Function, the postholder will play a central role in translating evidence, insight and organisational priorities into compelling advocacy, strategic communications and stakeholder engagement activity.

## **6. Key Responsibilities**

### **Advocacy and Public Affairs**

- Utilising the SCO's annual programme of concerts, tours, workshops and events, and working closely with colleagues across departments, develop and deliver the SCO's advocacy and public affairs strategy, aligned with organisational priorities and strategic objectives.
- Build and maintain productive relationships with politicians, policymakers, civil servants, journalists, funders and sector leaders.
- Develop and deliver advocacy campaigns that increase awareness of, and support for, the SCO's work and contribution to Scotland's cultural life.
- Monitor political, policy and sector developments, identifying opportunities and risks relevant to the organisation.
- Support the Chief Executive, Chair and senior colleagues in engagement with external stakeholders and decision-makers.

### **Stakeholder Engagement**

- Develop and manage stakeholder engagement plans, ensuring meaningful and sustained relationships with key partners and advocates.
- Maintain effective systems for stakeholder management, engagement and stewardship.
- Coordinate stakeholder attendance at concerts, workshops and events, maximising opportunities for engagement and influence.
- Represent the SCO at performances, events and sector gatherings as required.

### **Strategic Communication and Influence**

- Work closely with the Evaluation and Impact Manager to translate evidence, insight and organisational priorities into compelling advocacy messages and communications.
- Identify and develop thought-leadership opportunities for the Chief Executive and other senior representatives.
- Produce high-quality written content for reports, presentations, stakeholder briefings and other communications materials.

- Contribute to organisational reporting and communications activity, ensuring consistency of messaging and alignment with strategic priorities.

## **7. Person Specification**

### **Essential Knowledge and Experience**

- Significant experience developing and delivering successful advocacy, public affairs or stakeholder engagement strategies and campaigns.
- Experience building and maintaining effective relationships with senior stakeholders, including policymakers, funders, partners, opinion-formers or sector leaders.
- Experience developing clear and compelling communications, briefings, reports or messaging for a range of audiences.
- Experience identifying opportunities to raise organisational profile, influence decision-making or strengthen stakeholder engagement.
- Experience supporting senior leaders with stakeholder engagement, external representation and strategic communications activity.
- Strong understanding of Scotland's and the UK's political, public policy and cultural landscape.
- Experience working collaboratively across teams and with external partners to achieve shared objectives.
- Experience managing multiple projects and priorities in a fast-paced environment.
- Degree-level qualification or equivalent professional experience in a relevant field.

### **Essential Skills and Attributes**

#### ***Strategic Communications and Advocacy***

- Excellent written and verbal communication skills.
- Ability to translate complex information, evidence and organisational priorities into clear, compelling and audience-appropriate messages.
- Strong influencing, persuasion and relationship-building skills.
- Ability to develop and deliver effective advocacy campaigns and stakeholder engagement activity.

#### ***Stakeholder Engagement***

- Excellent interpersonal skills, with the ability to build credibility and trust with a wide range of stakeholders.
- Confidence engaging with senior leaders, policymakers, funders, partners and external representatives.
- Strong networking and relationship management skills.

#### ***Organisational and Personal Effectiveness***

- Excellent organisational and project management skills, with the ability to manage multiple priorities and deadlines.
- Strong judgement, political awareness, and professional discretion.
- Ability to work independently, use initiative, and contribute positively within a collaborative team environment.
- Commitment to inclusion, continuous learning, and organisational improvement.

### **Desirable Knowledge and Experience**

- Experience working within the arts, culture or creative industries.
- Experience working with elected representatives, government departments, or public bodies.

- Experience of public affairs, policy, or advocacy campaigns.
- Experience of media relations and reputation management.
- Experience contributing to organisational strategy, policy development, or sector advocacy.
- Knowledge of current policy and practice relating to culture, education, health, or community development in Scotland.
- Experience using evidence, impact reporting, or research findings to support advocacy and stakeholder engagement activity.

### Desirable Skills and Attributes

- Passion for the arts, culture, education, and community engagement.
- Curiosity and enthusiasm for public policy, advocacy, and organisational influence.
- Ability to identify opportunities for collaboration, profile raising, and strategic engagement.
- Interest in contributing to sector-wide learning, partnership working, and best practice.
- Commitment to social justice, inclusion, and equitable practice.

## 8. Summary of Terms and Conditions

The Scottish Chamber Orchestra is an accredited Living Wage Employer.

<b>Contract</b>	Full-time permanent starting ASAP. (We welcome proposals for flexible working arrangements)
<b>Salary</b>	£43,000-£46,000
<b>Location</b>	The SCO's offices are based at Royal Terrace in Edinburgh city centre. Under current hybrid working arrangements, this role requires the employee to spend a minimum of 60% of their working time at the workplace, as well as at SCO concerts and events.
<b>Working Hours</b>	Normal working hours are Monday to Friday 09.30 to 17.30, with one hour for lunch. You will be expected to work additional hours as necessary, including evening and occasional weekend work, to serve the requirements of the company. It is expected that this may amount to approximately one evening per week, averaged over the course of a year, but this is an estimate only. A TOIL system is in operation.
<b>Holiday</b>	25 Days plus 6 days public holidays, plus 3 days between Christmas and New Year.
<b>Employee Benefits</b>	Company Income Protection Insurance Company Life Assurance scheme Cycle to work scheme
<b>Pension</b>	NEST workplace pension scheme including 10% Employer contributions

We welcome applications from all nationalities. However, before you apply, please ensure that you have the right to work in the UK. For more details on eligibility to work in the UK, please visit:

<https://www.gov.uk/check-uk-visa>

If you are invited to interview, we will ask that you provide evidence showing your right to work in the UK (photocopies are not accepted).

## 9. Application Procedure

Please download and complete the application form from our website.

Please return this form electronically to [recruitment@sco.org.uk](mailto:recruitment@sco.org.uk) marked in the subject header with the job title by 09:00 on the specified closing date.

Alternatively, a hard copy of this completed application form can be sent to Operations Manager Heather Innes, Scottish Chamber Orchestra, 4 Royal Terrace, Edinburgh, EH7 5AB.

If you have any specific access requirements, please let us know and we will do our best to meet your needs.

The SCO is an equal opportunity organisation; we value diversity and welcome applications from anyone with appropriate skills. If you are applying for this position, please fill out our online Equal Opportunities Monitoring Form [here](#).

**No recruitment consultants at this stage please.**

## 10. Recruitment Timetable

<b>Deadline for Applications</b>	Monday 27 July 2026, 09:00
<b>Interviews</b>	Monday 3 August 2026 in person at the SCO Offices in Edinburgh or via MS-Teams

MS-Teams interviews can be arranged on request, but an in-person meeting will be required prior to any offer. Any second-round interviews will take place on a date to be confirmed. Further details will be shared with shortlisted candidates.

## 11. Further information

Application Form, Organisation Chart, Strategic Plan, Privacy Notice to Applicants.

Season brochures and other publications available from <https://issuu.com/scomusic>