

Sonic Bothy

Project Manager (Maternity Cover)

Job Application Pack



Image Credit: Brian Hartley

Accessible Formats

This application pack is available in a range of accessible formats. You are welcome to request what works best for you. Please [email Christine Cooper, General Manager at Sonic Bothy](#).

"We are musicians with Disability, it doesn't mean we can't do it" - Participant Musician

"Sonic Bothy means a great deal to me, the people involved and the music we do. It gives me more confidence in myself... gives me challenges and gets me out of my comfort zone. It's definitely made me a happier person" - Participant Musician

The Opportunity

Sonic Bothy is seeking an experienced Project Manager to coordinate our music programmes, workshops and performances during maternity cover. This role combines project planning and administration with regular in-person delivery, helping Disabled musicians take part, develop their practice, and share their work.

This is an exceptionally rewarding role that supports our mission to advocate for a fairer society and can make a real difference to Disabled communities in Scotland and beyond. Sonic Bothy is a leading Scottish arts organisation that champions Disabled musicians.

- **Job title:** Project Manager (Maternity Cover)
- **Job Vacancy:** Fixed-term employment with a 3-month probation period.
- **Start Date:** December 2026 (exact date to be agreed).
- **Contract Duration:** Fixed-term contract. Approximately 12 months, with an anticipated end date of December 2027.
- **Salary:** £21,600–£24,012 per annum (0.8 FTE), depending on experience. (Full-time equivalent £27,000–£30,015).
- **Hours:** 28 hours per week (4 days), normally Monday to Thursday, 9.00 am–5.00 pm, including a one-hour unpaid lunch break each day.
- **Benefits:** 3% employer pension contribution, 24 days' paid annual leave per year (including public holidays).
- **Location:** Hybrid working or co-working office-based (depending on candidate preference), with regular in-person attendance at workshops, rehearsals, meetings and events in central Glasgow. Some travel to other locations may be required.

About Sonic Bothy

Sonic Bothy is an award-winning, Disability-led arts charity based in Glasgow, Scotland. Founded in 2012, the organisation has supported over 650 participants, including Disabled people and people with additional support for learning needs (ASLN), to create and perform original contemporary music.

Sonic Bothy offers a range of open workshops, performance and artistic development opportunities, creating pathways for Disabled people to explore their creativity, develop their artistic identities and progress as musicians. As a Disability-led organisation, Sonic

Bothy's programmes are shaped by its participants and artists. These activities empower Disabled people, reduce social isolation and support physical and mental wellbeing. All activities are free to attend.

Sonic Bothy is committed to accessible practice, including adapting instruments, communication methods, venues and delivery. The organisation also champions equality, diversity, and inclusion, addressing intersecting barriers related to disability, gender and race, alongside a commitment to climate justice.

Sonic Bothy is supported by Creative Scotland's Multi-Year Fund.

Vision

Our vision is a world where people's humanity is honoured, and diversity of perspectives are celebrated equally and recognised for the significant contributions that can be made to sound, art and music culture.

Mission

Our mission is to change the new music landscape in Scotland and beyond. By integrating and empowering Disabled musicians to individually create, perform and collaborate in the composition of original new and experimental music, and to lead and collaborate in innovations in inclusive practice, we create sustained change within arts and music.

We support Disabled musicians to contribute a significant, visible body of new music work in Scotland, so that their skills, inventiveness and creativity are recognised and valued as an important contribution to cultural life in Scotland, the UK and beyond. Our award-winning work builds on traditions of experimentation, asking questions of art, music and diversity of perspectives and encapsulates best practice in inclusive music in Scotland.

Values

- Equality - we remove barriers that disabled musicians face
- Experimental - our sound and music is open, and new ideas are encouraged
- Responsive - we use inclusive design to respond to people's needs
- Innovative - we look for new and inventive ideas to enhance creativity and resolve issues
- Friendly - we are welcoming and approachable

The Role

We are seeking a Project Manager (Maternity Cover) to join Sonic Bothy's small and dynamic team at a time of growth and change. The role will maintain continuity across Sonic Bothy's core programmes during maternity leave, overseeing the planning, coordination and delivery of workshops, rehearsals, performances and new projects.

Working closely with the Creative Director and the management team, the Project Manager will support artists and participants to deliver high-quality, inclusive musical experiences. The role combines practical, hands-on event management with project planning, monitoring and evaluation to ensure project objectives are met.

The role suits a proactive, organised, people-centred individual with experience in arts project management and a strong understanding of accessibility for Disabled people. The successful candidate will be comfortable balancing independent decision-making, collaborative working, adapting to changing needs, and placing access central to all aspects of project delivery.

Key Responsibilities

- Plan timetables, manage resources and ensure the smooth delivery of Sonic Bothy's programme, including Open Sessions, Open Sessions Visits, Learning Space, Sonic Bothy Ensemble and Youth Sessions. Support Pathways, residencies and other projects as scheduled within the cover period.
- Ensure the delivery of project objectives, including engaging participants, working with Sonic Bothy's external partners to achieve outcomes, meeting audience targets, developing future projects, and monitoring and evaluation.
- Plan and consult with the General Manager & Creative Director
- Manage project finances, including budgeting and projections, and work closely with the General Manager on all finance-related matters.
- Coordinate a team of freelance artists and Project Assistants.
- Liaise with venues to book spaces for sessions and performances.
- Manage the smooth running of weekly rehearsals and sessions, supported by the Project Assistants.
- Manage events and performances in person, liaising with venue staff, Sonic Bothy staff and overseeing participants' wellbeing, including get-in and get-out.
- Ensure access needs are met within project delivery.
- Contribute to Project and Funding Reports.
- Along with the General Manager, ensuring the implementation of company policies, including Safeguarding, Health and Safety, GDPR and Equalities, Diversity and Inclusion.
- Along with the General Manager, help maintain consent paperwork and information management.
- Day-to-day supervision and coordination of the Project Assistants, artists and project freelancers, within their agreed roles and arrangements.

Person Specification

Essential

- Demonstrable experience of developing and managing arts projects.
- Experience managing a team of artists and participants.
- Able to make decisions independently.
- Open-minded approach to work and flexibility to be proactive or reactive when appropriate.
- Understanding of accessibility issues and ability to find solutions to access barriers for staff, participants and audiences. Handling access as a priority, and with sensitivity.
- Knowledge of the social model of disability.
- Strong communicator, adapting communication style to the needs of individuals and their support networks.
- A commitment to our values and principles.

- Strong financial management skills and a track record of delivering work within budget.
- A track record of delivering reports and meeting deadlines.
- Working knowledge of setting up and hosting Zoom meetings.

Desirable

- An interest in experimental music and the arts.
- Some knowledge of the charity sector, including funding landscapes in Scotland.
- Holds a valid, clean driving licence.

How to Apply and Next Steps

To apply, please email the following to [Christine Cooper, General Manager](#).

We welcome applications in written, audio or video format. All formats will be considered equally.

- Cover letter: 1–2 pages or an equivalent length in audio or video, outlining your suitability for the role.
- CV: A maximum of 2 pages or an equivalent length in audio or video, outlining your relevant experience and skills.

Application deadline: **Friday 13th November 2026**.

Interviews are expected to take place from the week commencing **Monday 23 November 2026**.

Shortlisted applicants will receive further information about the interview process, including opportunities to discuss any access requirements or reasonable adjustments.

If you have any questions about the role, application process or alternative application formats, please contact Christine Cooper.

Equal Opportunities and Inclusive Recruitment

Sonic Bothy is an Equal Opportunities Employer and a Disability Confident Committed employer, committed to Fair Work, climate justice and equitable recruitment. We are committed to an inclusive, accessible and supportive working environment, removing barriers to employment and ensuring applicants are assessed fairly against the requirements of the role.

As a Disability-led organisation, we actively welcome applications from D/deaf and Disabled people, neurodivergent people, Black people and people of colour, LGBTQ+ communities, people from working-class or low-income backgrounds and others underrepresented in the arts.

Reasonable Adjustments and Access

We offer reasonable adjustments at every stage of recruitment, including applications and interviews. Requests for adjustments will be handled confidentially and will not disadvantage applicants during selection.

We encourage applicants to contact Christine Cooper to discuss alternative formats, access requirements or additional support during the recruitment process. We are also committed to providing reasonable adjustments and supporting individual access needs in the workplace.

Safer Recruitment

Sonic Bothy is committed to safeguarding children and adults at risk through safer recruitment practices. Appointment will be subject to satisfactory references from two referees and PVG Scheme membership and disclosure checks.

Working Arrangements

The role is hybrid or co-working office-based (depending on candidate preference), including in-person activity, with some travel and occasional evening or weekend commitments.

Contact

- Christine Cooper, General Manager
- Email: christine@sonicbothy.co.uk
- Mobile: 07356 114780

- Website: www.sonicbothy.co.uk
- Sonic Bothy is a registered charity SC046050

Sonic Bothy is supported by Creative Scotland's Multi-Year Fund.