

## **ADVERT**

### **Fèis Latharna – Argyll Cèilidh Trail Co-ordinator 2026**

We are currently seeking a Co-ordinator for our 2026 Argyll Cèilidh Trail, who will be responsible for the planning, co-ordinating, delivery and reporting of our summer tour. The Co-ordinator will be expected to have a flexible approach to hours, with evening and weekend working essential during the dates specified above. Extra provision will be made for expenses relating to travel and general expenditure, which may occur through the period of employment. The Co-ordinator will be required to work within an agreed budget and report to the Fèis Latharna committee on a regular basis.

#### **Job description**

##### **Argyll Cèilidh Trail (Fèis Latharna)**

**Position:** Argyll Cèilidh Trail Co-ordinator

**Fixed-term fee:** £3,000 + reasonable travel expenses

**Note:** Agreed expenses incurred by the Co-ordinator in the provision of services will be reimbursed, providing they are authorised in advance by Fèis Latharna and completed expenses claim form(s) have been submitted. Travel expenses will be reimbursed at a rate of 40p per mile by car, 12p per mile by bike or at standard (economy) train/bus/boat fares.

**Type of contract:** Freelance

**Period of employment:** 01/04/2026 – 30/09/2026

#### **Foir-shealladh/ Overview**

Fèis Latharna provides traditional music opportunities for young people in Oban and Lorn. We offer a year-round programme of events including our Argyll Cèilidh Trail project. This project allows young people aged 16-25 to gain valuable experience of the music profession, develop their skills as traditional musicians and gain a period of employment as a performing musician, as well as, creating a high quality showcase of local traditional music and song.

Please see below for further information on the role of the Co-ordinator and specifics about the person that we are looking for.

#### **Sgilean pearsanta/ Person Specification**

##### **Deatamach/ Essential**

- Full driving licence
- Good managerial and organisational skills including IT skills

- Pleasant manner, diplomacy and the ability to build up good relationships with the trail participants, Fèis Latharna committee members, venue staff and volunteers
- Ability to work to deadlines unsupervised and on own initiative
- Basic knowledge of financial record keeping
- Knowledge of and skill in traditional music
- Ability to set up and run PA system

#### **Feumail/Additional useful attributes**

- A good knowledge of the Fèis movement and of community arts in Argyll
- The ability to speak Gaelic would be an advantage, though language training will be offered to the successful candidate if appropriate
- Knowledge of first-aid

#### **Role of the Co-ordinator:**

#### **Agallamhan chom-pàirtichean/ Participant auditions**

- Participation in Argyll Cèilidh Trail participant auditions as appropriate.

#### **Trèanadh agus a' cur cuairt air dòigh/ Training and tour planning**

- Organise at least three weekends or equivalent of local training in Oban for participants in May & June, liaising with dedicated Fèis Latharna Committee member(s).
- Organise 3-week tour schedule (**July – August 2026**), liaising regularly with designated Fèis Latharna Committee member(s). This will include arranging venues, transport, including booking necessary vehicles and ferries, and accommodation.
- Provide a finalised tour itinerary and publicity photograph to the Fèis Latharna committee by **Friday 30 May**.

#### **Taic do chom-pàirtichean na cuairt/ Supervision and support**

- Attend and provide training support at the initial training events in May and June.
- Attend Fèis Alba training week in supervisory/support capacity for the participants in July.
- Ensure the participants are briefed on all the necessary aspects of the project and schedule.
- Attend and supervise all the summer tour performances, and uphold a duty of care for tour participants whilst travelling to/from and taking part in performances.
- Organise purchase of provisions for meals and support participants with cooking of meals, as required.
- Transport of participants to and from events/performances using 9 seater van provided and as required.
- Provide support as needed to the Fèis Latharna Argyll Cèilidh Trail participants with working through National Progression Awards (NPAs). More information will be provided as appropriate.

**Sanasachd, obair-rianachd agus a' cosg airgid/ Event promotion, admin, risk assessment and cash flow**

- Take a lead role in the promotion and management of all tour events.
- Implement systems for handling finances and keeping track of administration to ensure that all reports and claims to project funders can be made in a timely fashion.
- Manage the Argyll Cèilidh Trail cash flow in line with the agreed budget and in consultation with Fèis Latharna Treasurer.
- Ensure that risk assessment is completed and followed. Ensure that all participants have read and are following the risk assessment for the Argyll Cèilidh trail.
- Liaise with the designated Fèis Latharna committee member(s) regarding the production and distribution of marketing materials (e.g., posters).
- Distribute Argyll Cèilidh Trail posters and marketing materials in a timely fashion to the venues and communities involved. Take responsibility for ensuring that all Argyll Cèilidh Trail promotion including social media is bilingual and seek help from the designated Fèis Latharna committee member(s), as required.
- Organise fundraising activities (e.g., raffles) at events/performances, as appropriate.
- Submit the final report to designated Fèis Latharna committee member(s) (including financial breakdown), including participant and audience feedback, as appropriate, no later than **30 September 2026**.
  
- Attend to all other reasonable matters that are required to ensure the success of the project.

**PVG Membership** – The successful applicant must undergo a PVG check with Fèisean nan Gaidheal, if not already registered.

**Gus cuir a-staigh/ How to Apply**

To apply, please send your CV and a cover letter detailing your experience and suitability for the role to [mail@feislatharna.org](mailto:mail@feislatharna.org). Closing date for applications is **5pm on Monday 23 February 2026**. Applicants meeting the requirements will be invited for interview w/c **Monday 2 March**.