

TÌOTAL-OBRAICH	Gaelic Outreach and Permissions Officer
ROINN	Tobar an Dualchais
AN URRA RI	Tobar an Dualchais Director
SGEÌLE THUARASTAIL	£26,500 - £28,252 (depending on experience)
PRÌOMH ÀITE-OBRAICH	Sabhal Mòr Ostaig
CÙMHNANT	Full-time, 1-year fixed term

About Tobar an Dualchais / Kist o Riches

Tobar an Dualchais is Scotland's foremost digital resource for sound recordings of Gaelic and Scots culture, including songs, stories, folklore, and local history. Our mission is to preserve, promote, and revitalise Scotland's intangible cultural heritage, ensuring that communities, researchers, educators, and the wider public can access and benefit from these unique recordings.

Tobar an Dualchais is managed by Sabhal Mòr Ostaig, with representatives from the other three partners, the University of Edinburgh, the National Trust for Scotland and the BBC, serving on its Steering Group.

Role Overview

The **Gaelic Outreach & Permissions Officer** will have a dual remit:

1. **Outreach and engagement** with Gaelic-speaking communities, educators, and other relevant organisations.
2. **Managing permissions process** which allows Tobar an Dualchais recordings to be made available online.

This role is ideal for someone passionate about Gaelic culture, confident in community engagement, and capable of handling rights, permissions, and ethical considerations relating to heritage recordings.

The successful candidate must be **based at Sabhal Mòr Ostaig** or homeworking in the **Western Isles**, with some travel required.

Key Responsibilities

1. Community Outreach & Engagement

- Develop and deliver outreach activities promoting the archive to Gaelic-speaking communities and learners.
- Build and maintain positive relationships with community groups, schools, and cultural organisations.
- Plan and deliver workshops, talks, and events featuring archive recordings.
- Support projects that encourage intergenerational engagement with Gaelic heritage.

2. Education & Learning

- Work with teachers and educators to plan and deliver sessions in schools, colleges, and informal learning settings.
- Support initiatives that encourage young people to explore the archive.

3. Content Promotion

- Be part of a team that can identify recordings of thematic or local interest for use in outreach or educational projects.
- Contribute to public communications, including blogs, newsletters, and social media.

4. Permissions & Rights Management

- Act as the main point of contact for permissions requests related to Tobar an Dualchais audio content and liaise with partner archives when required.
- Maintain accurate records of permissions granted, declined, and pending.
- Liaise with rights holders, estates, and contributors to secure consent where required.

5. Project Support & Administration

- Assist with the planning and delivery of community-led or thematic outreach projects.
- Contribute to team meetings and collaborate with colleagues on cross-project initiatives.

Person Specification

Essential

- Fluency in **Scottish Gaelic**, written and spoken.

- Strong knowledge of Gaelic culture, heritage, and oral tradition.
- Experience in community outreach, education, cultural development, or related work.
- Excellent interpersonal and communication skills, with confidence in public engagement.
- Strong organisational skills, with the ability to manage varied tasks.
- Based at **Sabhal Mòr Ostaig, Skye** or home working in the **Western Isles**.
- Must be able to undertake travel as part of normal duties.

Desirable

- Experience with sound archives or cultural-heritage collections.
 - Knowledge of copyright law, IPR, or permissions management.
 - Digital skills for content creation or online outreach.
 - Experience in event organisation or heritage education.
 - Experience in delivering creative workshops, such as drawing, singing or music.
 - Familiarity with communities, schools, and organisations in the Highlands and Islands.
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Weekly hours

35 hours per week, normally worked over 5 days out of 7. The role includes occasional weekend working to support events and conferences.

Annual Leave entitlement

35 days per year, inclusive of public holidays. Staff are required to use a portion of their annual leave entitlement during the College's Christmas closedown period.

To apply, please send your completed application to obair@smo.uhi.ac.uk by 5pm on Friday 24th April 2026

Appointments are subject to Disclosure Scotland checks and references.