

## Head of Music

**Contract type:** Permanent - Full time Teaching – 32.5 hours per week (Part time considered for the correct candidate) This post is being advertised subject to notice/confirmation of vacancy

**Salary:** MPS / UPS + TLR GKESB TLR 2b £5868.00

**Start Date:** September 1st 2026

Do you want to work in a school that celebrates and appreciates performing arts in the curriculum? Are you passionate for music education and wish to share your expertise with our students and continue to develop the music curriculum within our school? King Edward VI King's Norton School for Boys is seeking to appoint a Head of Music starting September 2026.

King Edward VI King's Norton School for Boys is committed to 'Striving for all of our boys to reach their full potential in a high performing school'. Our STRIVE values (Self-discipline, Teamwork, Resilience, Initiative, Vision, Endeavour) and six development pillars shape daily practice.

We were graded Good at our last Ofsted inspection and continue to focus on curriculum sequencing, high-quality classroom teaching and ensuring that all our students, including our disadvantaged and most vulnerable, make progress in line with or above expected.

We are looking for a motivated Music specialist to:

- Lead and develop the Music department to secure excellent progress and attainment across Key Stages 3 and 4.
- Develop and further build upon the music curriculum.
- Improve teaching and assessment so misconceptions are identified and addressed at point of learning.
- Line-manage and develop staff, deploy specialist expertise equitably and grow departmental capacity.
- Use data precisely to set targets, monitor impact and evaluate interventions (including for disadvantaged and SEND students).
- Promote music education across the school.

We are looking forward to receiving applications from teachers who are looking for an exciting new challenge to impact the lives of our students. You'll be joining our ever-improving school, which, year-on-year, ensures all our students are prepared for the next step in their education.

In return, we can offer you:

- A positive and innovative learning culture supported by students, staff, parents and governors;
- A collaborative and supportive attitude amongst staff, which promotes a sense of teamwork and unity;

- A Senior Leadership team that is committed to supporting staff to help them achieve best outcomes for our students;

### **Application details**

Please complete the school's application form and return to [recruitment@knbs.co.uk](mailto:recruitment@knbs.co.uk). Applications will be considered on receipt.

Application deadline: 4pm on Friday 15<sup>th</sup> May 2026. We do not intend to consider any application that arrives after **4pm** on Friday 15<sup>th</sup> May 2026, final shortlisting of applications will take place at this time and Interviews will be carried out Friday 22<sup>nd</sup> May 2026.

If you would like a tour of the school or an informal conversation with a member of our team, please call 0121 628 0010 or email [enquiry@knbs.co.uk](mailto:enquiry@knbs.co.uk)

King Edward VI King's Norton School for Boys is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful candidate will be subject to all necessary pre-employment checks, including an enhanced DBS, verification of identity and right to work, relevant qualifications and two suitable references. Shortlisted candidates will be subject to an online search as part of due diligence. This post is exempt from the Rehabilitation of Offenders Act 1974 and subsequent amendments.

### Head of Music Department Job Description

<b>Post Title</b>	<b>Head of Music</b>
<b>Post Holder:</b>	
<b>Purpose:</b>	<ul style="list-style-type: none"> <li>• To have strategic overview of the Music department, setting a clear vision and direction for continuous improvement that aligns with the priorities, aims, ethos and vision of the school.</li> <li>• To raise standards of student achievement across the department.</li> <li>• To closely monitor student progress and co-ordinate interventions across your subject area.</li> <li>• To establish a strong team ethos amongst the department where colleagues support each other and work collaboratively and efficiently together.</li> <li>• To monitor, develop and enhance the teaching practice of all staff within the department.</li> <li>• To ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying in your subject area, in accordance with the aims of the school and the curriculum policies determined by the Governing Body.</li> <li>• To be accountable for leading, managing and developing the Department.</li> <li>• To be accountable for student attainment and progress across the Department.</li> </ul>
<b>Reporting to:</b>	Headteacher / SLT line manager
<b>Responsible for:</b>	Teaching staff and relevant personnel within the curriculum area.
<b>Liaising with:</b>	Headteacher / SLT, other Heads of Department, Heads of Subject, Heads of House, Student Support Team, relevant staff with cross school responsibilities, relevant non-teaching support staff, and parents.
<b>Working Time:</b>	Term Time. Full-time
<b>Salary/Grade</b>	MPS/UPS plus TLR <i>GSKEB TLR2b</i> - £5,868.00
<b>Disclosure level</b>	Enhanced

<b>MAIN (CORE) DUTIES</b>	
<b>Operational/Strategic Planning</b>	<ul style="list-style-type: none"> <li>• To lead and manage the strategic planning of the department, and to ensure that the planning activities of the department reflect the needs of the students across the subjects within the department, and the priorities and aims of the school.</li> <li>• To oversee the production of the department development plan ensuring contribution from all department members.</li> <li>• To produce and update the department SEF in line with school guidelines.</li> <li>• To lead the development of appropriate programmes of study, schemes of work, teaching and learning strategies, assessment practices and resources within your subject area.</li> <li>• To be responsible for the day-to-day management, delivery and quality control of provision within the department, including effective deployment of staff and physical resources.</li> <li>• To actively monitor student progress across your subject and co-ordinate appropriate interventions.</li> <li>• To implement school policies and procedures, e.g. Safeguarding, Equal Opportunities, etc.</li> <li>• To ensure that Health and Safety policies and practices, including Risk Assessments, throughout the department are in-line with requirements and are updated where necessary.</li> </ul>
<b>Curriculum Provision</b>	<ul style="list-style-type: none"> <li>• To ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which fulfils statutory and examination board / awarding body requirements.</li> <li>• To ensure regular, coherent and rigorous assessment practices are in place within the department.</li> </ul>
<b>Curriculum Development</b>	<ul style="list-style-type: none"> <li>• To lead curriculum development for the subject area.</li> <li>• To actively monitor and respond to curriculum initiatives at national, regional and local levels, including implementing any changes required by examination boards / awarding bodies.</li> <li>• To keep up to date with developments with teaching practice and methodology in the subject area.</li> </ul>
<b>Staffing</b>	<ul style="list-style-type: none"> <li>• To work with the SLT lead to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.</li> <li>• To be responsible for the efficient and effective deployment of the department's technicians/support staff.</li> <li>• To undertake the role as Appraiser for staff within the designated department in line with the school's Appraisal Policy.</li> <li>• To make appropriate arrangements for classes when staff are absent, liaising with the relevant staff to secure appropriate cover within the subject area.</li> <li>• To participate in the interview process for teaching posts when required and to ensure effective induction of new staff in line with school procedures.</li> </ul>

	<ul style="list-style-type: none"> <li>• To promote teamwork and to motivate staff to ensure effective working relations.</li> <li>• To be responsible for the day-to-day management of staff within the department and act as a positive role model.</li> </ul>
<b>Quality Assurance</b>	<ul style="list-style-type: none"> <li>• To ensure the effective operation of quality control practices within the department; carrying out lesson observations, learning walks &amp; work scrutiny with focus and rigour.</li> <li>• To establish the process of the setting of targets within the department and to work towards their achievement by themselves and other staff in the department.</li> <li>• To establish high quality standards of practice across the department and develop the effectiveness of teaching and learning within the department.</li> <li>• To monitor and evaluate the department area in line with agreed school procedures including evaluation against quality standards such as Ofsted criteria and 'Teachers' Standards'.</li> <li>• To implement required improvements arising from quality assurance practices and monitor their implementation and impact.</li> <li>• To regularly monitor progress made with the department's development plan.</li> <li>• To ensure all within the department implement school policies &amp; procedures.</li> </ul>
<b>Management Information:</b>	<ul style="list-style-type: none"> <li>• To manage the department's systems for the collection of student progress data.</li> <li>• To ensure the maintenance of accurate and up-to-date information concerning the subject on the school's management information system.</li> <li>• To analyse and evaluate student progress and attainment data.</li> <li>• To produce reports on examination performance, including the performance of different cohorts.</li> <li>• To identify and take appropriate action on issues arising from data and reports; setting deadlines where necessary and reviewing progress on the action taken.</li> <li>• To produce reports in line with the quality assurance cycle for the department.</li> <li>• To provide the Headteacher &amp; Governing Body with relevant information relating to the department performance and development.</li> </ul>
<b>Communications:</b>	<ul style="list-style-type: none"> <li>• To ensure that all members of the department are familiar with its aims and priorities.</li> <li>• To ensure effective communication/consultation as appropriate with the parents of students.</li> <li>• To liaise with partner schools, higher education, Industry, examination boards / awarding bodies and other relevant organisations.</li> <li>• To represent the department's views.</li> </ul>
<b>Marketing &amp; Liaison:</b>	<ul style="list-style-type: none"> <li>• To contribute to the school liaison and marketing activities where appropriate e.g. primary school liaison.</li> </ul>

	<ul style="list-style-type: none"> <li>• To lead the development of effective subject links with partner schools.</li> <li>• To actively promote the development of effective subject links with external agencies.</li> </ul>
<b>Management of Resources:</b>	<ul style="list-style-type: none"> <li>• To manage the available resources of space, staff, money and equipment efficiently within the limits, guideline and procedures laid down.</li> <li>• To deploy the department budget, acting as a cost centre holder, requisitioning, organising and maintaining equipment and stock and keeping appropriate records.</li> <li>• To work with the SLT timetable lead to ensure that the department's teaching commitments are effectively and efficiently time-tabled and roomed.</li> </ul>
<b>Student progress and development:</b>	<ul style="list-style-type: none"> <li>• To monitor and support the overall progress and development of students within the department.</li> <li>• To monitor students' progress and performance in the subject area in relation to expected grades set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.</li> <li>• To ensure the school's behaviour management system is implemented in the department so that effective learning can take place.</li> <li>• To contribute to PSHE, citizenship and enterprise according to school policy.</li> </ul>
<b>Teaching:</b>	<ul style="list-style-type: none"> <li>• To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher / teacher on the upper pay range. (See teacher job description)</li> </ul>
<b>Additional Duties:</b>	<ul style="list-style-type: none"> <li>• To play a full part in the life of the school community, to support its distinctive ethos and to encourage and ensure staff and students follow this example.</li> </ul>
<b>Other Specific Duties:</b>	
<p>To continue personal development as agreed.</p> <p>To engage actively in performance review processes.</p> <p>To undertake any other duty as specified by STPCB not mentioned in the above.</p> <p>Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request to undertake work of a similar level that is not specified in this job description.</p> <p>Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.</p> <p>The school will endeavour to make any necessary adjustments to the job and the working environment for any employee who develops a disabling condition.</p>	

This job description is current at the date shown, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job which are commensurate with the salary and job title.

**Person Specification:**

	<b>Desirable</b>	<b>Essential</b>	<b>Method of Assessment</b>
<b>Qualifications and Experience</b>			
Qualified teacher status (QTS) with a strong background in Physical Education.		<b>X</b>	Application
Proven experience of successful teaching in Music at secondary school level.		<b>X</b>	Application
Experience in a leadership role within a Music department or curriculum area.	<b>X</b>		Application / Interview
Evidence of continuous professional development, particularly in curriculum design, assessment, and pedagogy.	<b>X</b>		Application / Interview
Understanding of the OFSTED inspection framework and experience preparing for inspections is desirable.	<b>X</b>		Application / Interview
<b>Knowledge and understanding</b>			
Deep knowledge of the Music curriculum, including key concepts, knowledge, and skills, with the ability to design and implement a broad, coherent, and sequenced curriculum.		<b>X</b>	Application / Interview
Strong understanding of effective assessment practises and feedback strategies that promote student progress.		<b>X</b>	Application / Interview
Awareness of current educational research and best practises in Music teaching and learning.		<b>X</b>	Application / Interview
Understanding of safeguarding, inclusion, and promoting equality and diversity within the curriculum and department.		<b>X</b>	Application / Interview
<b>Skills and Abilities</b>			
Excellent leadership and management skills, with the ability to inspire, motivate, and support staff to achieve high standards.		<b>X</b>	Application / Interview
Ability to develop a shared vision for the Music department that aligns with the school's vision and values.		<b>X</b>	Application / Interview

Strong organisational skills, including effective resource management and coordination.		X	Application / Interview
Ability to analyse data to monitor student progress and use this to inform teaching and intervention strategies.		X	Application / Interview
Effective communication and interpersonal skills to engage with students, staff, parents, and governors.		X	Application / Interview
Capacity to foster a positive and inclusive learning environment that encourages student engagement and personal development.		X	Application / Interview
<b>Personal Attributes</b>			
Commitment to the school's vision of "Striving for all of our boys to reach their full potential in a high performing school."		X	Application / Interview
Embodies the school's STRIVE values: Self-discipline, Teamwork, Resilience, Initiative, Vision, and Endeavour.		X	Application / Interview
Passionate about Music education and student achievement.		X	Application / Interview
Resilient, adaptable, and proactive in addressing challenges and leading change.		X	Application / Interview
Strong sense of integrity, fairness, and respect for all members of the school community.		X	Application / Interview
<b>Additional Requirements</b>			
Willingness to contribute to the wider life of the school, including extracurricular activities and community engagement.		X	Application / Interview
Commitment to safeguarding and promoting the welfare of students.		X	Application / Interview