



Queen Mary's Grammar School

Headmaster: R J Langton, M A

Job Title:	Head of Music
Start Date	September 2026
Grade / Salary:	MPR/UPR plus TLR 2C
Contract	Permanent For Full Time Candidates: The ability to teach a second subject would be an advantage

Outline of the role:

To strategically manage the music department, including oversight of the curriculum, teaching and learning, peripatetic provision and extra-curricular opportunities. To be an exceptional music practitioner, capable of inspiring staff and young people as part of the music offering at the school.

The successful candidate will:

- provide strategic leadership of the music department, setting high standards and encouraging a high level of performance and expertise
- consistently plan and deliver highly effective lessons to all key stages and support colleagues to do the same.
- develop and embed a department-wide ethos and vision that can be articulated by all relevant staff
- be a key contributor in relation to the 'Queen Mary's experience' – offering extra-curricular opportunities through the oversight of the music programme, including the orchestra, ensembles and other musical groups
- run and contribute to termly music events, including the Christmas concert, spring concert and summer arts festival
- oversee the peripatetic music provision, liaising with staff and organising timetables and payments
- organise, staff and oversee the Year 7 instrumental project, optimising take up of additional lessons and extra-curricular opportunities
- ensure exciting and diverse curriculum which students enjoy, making sure that they are "academically ambitious and accessible to all"
- identify and implement opportunities for co-curricular activities and cross-curricular links to be drawn with other subjects
- manage and monitor the deployment of teaching and material resources, including those necessary for blended learning, to meet the needs of the curriculum
- ensure that academic standards are maintained and set appropriate targets to raise standards of achievement in the department at all levels for all students, including vulnerable learners
- deliver and model high-quality teaching and improve standards of learning and achievement for all students through monitoring
- be the first point of referral for managing the behaviour of students within the department and takes all available action to assist, which could include: holding Head of Department detentions, where appropriate.
- ensure that feedback is provided for students in accordance with the whole-school and department's feedback policies
- prepare reports and meets regularly with the Headmaster, Curriculum Deputy Head and/or SLT line manager as appropriate
- keep abreast of current developments within the curricular area, through subject-specific CPD and professional subject associations

- review new specifications and examinations to ensure suitability for Queen Mary's students, disseminating of appropriate information within the department
- seek to promote the department and wider school through digital technology and links with the appropriate professional community
- oversee the department's approach to the blended learning curriculum, including its use of MS Teams and other relevant software/applications
- hold departmental meetings as a two-way channel of communication with members of the department, keeping other communication channels open at all times, and regularly communicates with the SLT line manager and/or Curriculum Deputy Head
- manage the departmental budget using the appropriate Mercian Finance tools
- determine external examination entries for the curricular area in accordance with the School policy for entry
- oversee the delivery and administration of non-examined assessments in the department, where applicable
- set, moderate and analyse internal examinations and tests as required
- take part in the half-termly Curriculum Group meetings and liaises with other departments
- be a team leader for the purposes of the professional growth process
- induct, guide and coach ECTs, new colleagues to the school and, in conjunction with ITT mentors, students on teaching practice
- promote and maintains a programme of staff development for all members of the department, including peer-observation through the lesson observation programme and keeping abreast of subject specific CPD opportunities. These could include wider reading, research projects, subject knowledge enhancement, online materials and attendance at external courses
- supervise the work of any support staff in the department and liaises with colleagues working in the SEND department as appropriate

Person Specification:

- You will be an experienced and skilled music classroom teacher with a proven track record of academic success and curriculum impact
- You will be able to lead and conduct musical groups, including the orchestra and other ensembles
- You will be passionate about the academic rigour of the subject and all that the subject entails
- You will be committed to diversity and representation in teaching and learning
- You will be a well-qualified graduate with QTS and possess excellent subject knowledge, capable of delivering the subject from Key Stage 3 to A Level.
- You will have a commitment to the ethos of the school and a willingness to contribute to extra-curricular activities
- You will be positive and enthusiastic in your approach to teaching, departmental management and working in the school
- You will have good oral and written communication skills, as well as excellent digital literacy
- You will have the ability to work as part of a team and to develop and maintain positive relationships with teaching and associate staff, as well as students
- You will be willing to be involved in the pastoral life of the school as a tutor
- You will be suitable to work with children. This job is subject to an Enhanced Disclosure.

Please be aware that candidates submitting generic applications, which make scant or no reference to the school, will not be shortlisted.

Queen Mary's Grammar School is committed to safeguarding and promoting the welfare of children and young people and all applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. Safeguarding and Safer Recruitment Policies can be found on our website.

