**JOB DESCRIPTION**

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| Job Title: | Music Leader | Grade | Dependent on experience |
| Reports to | Deputy Headteacher - Curriculum Lead | Hours | Full time |

**MAIN PURPOSE OF THE JOB**

* To design, implement and deliver the Music curriculum for whole school
* Carry out the professional duties of a teacher as circumstances may require
* Plan, prepare, deliver, assess, report and mark learning activities for individuals/groups and whole classes
* Responsible for the management and development of a Music within the school
* Undertaking any duties and tasks under the reasonable direction of a teacher

**DUTIES AND RESPONSIBILITIES**

* To design and deliver the Music curriculum, incorporating the National Curriculum requirements and in line with the curriculum policies of the school
* Liaising with Senior Management Team, teaching /support staff, school representatives, external agencies and parents
* To plan and prepare courses and lessons
* To contribute to the whole school’s planning activities
* To foster a learning environment and educational experience which provides pupils with the opportunity to fulfil their individual potential
* Co-operation and liaison with other professionals, including fellow staff and colleagues from external agencies when applicable (for example, specialist teachers from the local authority support services, health professionals and social workers)
* To contribute to the personal, social, health, citizenship and enterprise education of pupils according to school policy when applicable
* To support and contribute to the school’s responsibility for safeguarding children
* To work as a member of a designated team and contribute positively to effective working relationships within the school

**SUPPORT FOR THE SCHOOL**

* Be aware of and comply with the policies and procedures relating to child protection, health, safety, security and data protection, reporting all concerns to an appropriate teacher
* Be aware of confidential issues linked to home/pupil/teacher/school/work and to keep confidences as appropriate and in line with Data Protection Legislation
* Be aware of and support diversity and ensure all pupils have equal access to opportunities to learn and develop as set out in the school’s Equal Opportunities framework
* Contribute to the overall ethos/work/aims of the school
* Appreciate and support the role of other professionals
* Lead for whole school in specialist area and share expertise and skills with others
* Recognize own strengths and areas of expertise and use these to advise and support others
* Attend and participate in relevant meetings as required
* Participate in training, other learning activities, and performance development as required
* Commitment and contribution to improving standards for pupils as appropriate
* Acknowledging Customer Care and Quality initiatives
* Contributing to the maintenance of a caring and stimulating environment for pupils

**SUPPORT FOR PUPILS**

* Assess the needs of pupils and use detailed knowledge and specialist skills to support pupils learning
* Establish productive working relationships with pupils, acting as a role model and setting high expectations
* Develop and implement provision maps
* Promote the inclusion and acceptance of all pupils within the classroom
* Support students consistently whilst recognising and responding to their individual needs
* Encourage pupils to interact and work co-operatively with others and engage all pupils in activities
* Promote independence and employ strategies to recognise and reward achievement of self-reliance
* Provide feedback to pupils in relation to progress and achievement

**LEADING THE CURRICULUM**

* Develop and review regularly the vision, aims and purpose for the subject area
* Oversee the planning of the curriculum content, ensuring it is well sequenced to promote pupils progress
* Teach curriculum music in the EYFS KS1 and KS2 (Reception – Y6)
* Lead singing assemblies for all phases (R – 6)
* Maintain our ethos of inclusive and immersive music education
* Ensure the planned curriculum is effectively and consistently implemented across the school
* Make sure that there is an effective system of assessment that oversees the progress of pupils to ensure the curriculum has a positive impact on pupils’ learning
* Have an overarching responsibility for pupil’s achievement and standards in Music

**MUSIC MANAGEMENT**

* Manage our extra-curricular instrumental lesson programme
* Line manage our instrumental tutors
* Run at least 1 extra-curricular music club, e.g. choir, and oversee the running of all music clubs and ensembles
* Organise regular curricular and extra-curricular performance opportunities (year group performances, concerts and recitals)
* Engage with local and national music services and participate in external performance opportunities
* Assist with the recruitment of peripatetic instrumental staff as and when required

**CONDITIONS OF SERVICE**

**EQUALITIES**

Ensure implementation and promotion in employment and service delivery of the Council’s equal opportunities policies and statutory responsibilities

**SPECIAL CONDITIONS OF SERVICE**

Because of the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointed interview.

Because this post allows substantial access to children, candidates are required to comply with departmental procedures in relation to Police checks. If candidates are successful in their application, prior to taking up post, they will be required to give written permission to the Department to ascertain details from the Metropolitan Police regarding any convictions against them and as appropriate the nature of the convictions.



**PERSON SPECIFICATION**

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| Job Title: | Music Teacher | Grade | Main Scale |
| Reports to | Headteacher | Hours | Full Time |

The Person Specification is a picture of the skills, knowledge and experience needed to carry out the job. It has been used to draw up the advert and will also be used in the short listing and interview process for this post.

If you are a disabled person and are unable to meet some of the job requirements specifically because of your disability, please address this in your application form. If you meet all the other criteria you will be short listed and will explore jointly with you if there are ways in which the job can be changed to enable you to meet the requirements.

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| **Attributes** |  | **Essential** | **Desirable** |
| **Qualifications** | * Qualified teacher status * Educated to a higher-level education or a demonstrable determination to achieve this | X  X |  |
| **Experience** | * Experience of teaching curriculum music in at least one primary key stage * Experience of leading singing assemblies in at least one primary key stage * Experience of leading choirs * Experience of leading a music department * Experience of managing a team of peripatetic music teachers * Experience of coordinating and leading concerts and performances * Experience of teaching curriculum music in in the EYFS, KS1 and KS2 * Experience of leading singing assemblies in the EYFS, KS1 and KS2 * Experience of leading instrumental ensembles * Experience of directing and musically directing musical productions * Experience of working with and teaching music technology * Experience of music producing | X  X  X | X  X  X  X  X  X  X  X  X |
| **Skills and Abilities** | * Assess pupils needs in terms of curriculum, spiritual, personal and social development, and behaviour * Establish successful relationships at all levels and act with sensitivity * Can use ICT effectively to support learning * Understanding of statutory frameworks relating to teaching * Ability to relate well to children and adults * Good understanding of child development and learning processes * Work as part of a team * Be highly motivated and committed * Have high expectations of children * Be adaptable to changing circumstances and new ideas * Be energetic and persevering * Have a good attendance record | X  X  X  X  X  X  X  X | X  X  X  X  X |
| **Personal Qualities** | * Very good organisational skills * Uphold and promote the ethos and values of the school * A willingness to participate in the whole life of the school * Ability to work under pressure and prioritise effectively |  | X  X  X  X |

This post is exempt from the Rehabilitation of Offenders Act 1974. The successful applicant will be subject to an enhanced Disclosure Barring Service check.