**Trinity School, Sevenoaks**

**Music Teacher Job Description and Person Specification**

Job Title: Music Teacher

Responsible to: Head of Department

Location: Seal Hollow Road, Sevenoaks, Kent. TN13 3SL

*In everything set them an example by doing what is good. Titus 2:7*

**As a faith school it is our vocation, moral obligation and delight to provide the best possible education for each student as part of a Christian community.**

**All staff will:**

* Play a full part in the life of the school community, support its Christian mission, ethos and policies and encourage staff and students to follow this example
* Fulfil responsibilities with regards to safeguarding (including reporting concerns to the Designated Safeguarding Lead)
* Be involved in the school’s community service, as required
* Model Trinity values to parents and students
* Be positive, dynamic and challenging in all aspects of work
* Foster the school’s inclusive ethos providing a common life based on the Christian family and nurturing everyone regardless of race, gender, sexual orientation, religion or ability
* Share direct accountability for the establishment of Trinity School as an outstanding school
* Take responsibility for their own learning and development
* Develop the skills and talents of other members of the community
* Ensure their own wellbeing and that of others by establishing an appropriate balance between life and work
* Play an active part in the life of the school and its community
* Develop social cohesion and positive links with the whole of our local community
* Adhere to the school community’s standards, policies, systems and procedures in relation to students, health and safety, personnel and financial management
* Agree annual performance targets, with a view to own continuous improvement
* Undertake any other duties that may reasonably be required by the headmaster

This job description should be read in conjunction with General Duties and Responsibilities of a professional school teacher as contained in the Schoolteachers' Pay and Conditions Document.

The Governing Board is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An Enhanced DBS check will be carried out for the successful candidate.

**Job Description**

**Role Purpose**

You will teach a range of musical styles and genres to students at all key stages where required. Your day-to-day duties might involve:

* Planning lessons to suit the individual needs of a group of students
* Teaching students: the history, theory and appreciation of all kinds of music, to play a variety of instruments and to read and understand musical notation
* Helping students prepare for assessments, GCSEs & A Levels, competitions and performances
* Set assignments, mark and assess students’ work in line with departmental and whole school policy
* Help lead and grow school choirs, orchestras and bands
* Organise regular school concerts and musical performances

**Teaching**

* **To undertake a designated programme of teaching across all key stages as required**
* **Teach consistently high quality lessons**
* **Plan and deliver schemes of work and lessons that meet course requirements**
* **Be a role model for students inspiring them to be actively interested in music**
* **To maintain appropriate records and to provide relevant accurate and up-to-date information**
* **To complete the relevant documentation to assist in the tracking of students**
* **Set expectations for students in relation to standards of achievement and the quality of teaching and learning**
* **Prioritise and manage time effectively, ensuring continued professional development in line with the role**
* **To follow school policies and procedures**
* **To ensure the effective deployment of classroom support**
* **To maintain discipline in accordance with the school procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework**
* **Ensuring a high quality learning environment within the department**

**Person Specification**

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| --- | --- | --- |
|  | **Essential** | **Desirable** |
| **General/**  **Personal Qualities** | * Smart, business-like, professional appearance * Capacity for hard work under pressure * A team player, collaborative worker * Self-motivated * Ability to contribute greatly to the wider life of the School * Resilient * Strives for excellence in every aspect of school life * Determination and perseverance * Enthusiasm * Passionate * Patience |  |
| Skills | * Excellent classroom teacher * Ability to plan, assess and record accurately * Ability to meet targets and deadlines * Excellent interpersonal skills * Ability to motivate others * Excellent interpersonal and verbal communication skills | * ICT competent, in particular PowerPoint * Experience and willingness to organise and run trips * An ability to show innovation and flexibility * Competent pianist |
| **Knowledge** | * National Curriculum requirements at all key stages * Awareness of current issues relating to subject area * Effective teaching and learning styles * Monitoring, assessment, recording and reporting of student progress * Statutory requirements concerning Equal Opportunities, Health & Safety, SEND and Safeguarding Children * GCSE & A level music curriculum * A variety of musical genres and styles * Teaching music | * Knowledge of the Edexcel GCSE and A Level specifications |
| **Experience** | * Teaching at all key stages of secondary education * Teaching at all ability ranges * Experience of teaching GCSE & A Level * Ability to teach music GCSE & A Level * The ability to lead and accompany music ensembles | * Experience of being a Form Tutor |
| **Qualifications** | * Qualified Teacher Status and Degree * Music A Level or Level 3 Equivalent |  |

**Signed………………………………………………… Date………………………………………**

**Employee**