

# Horsenden Primary School

## Music Tutor Person Specification

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**Job title:** Music Tutor **Ealing GLPC Grade:** Scale 23-25  
**Line manager:** Deputy Headteacher  
**Hours:** 21 hours per week (8:30am – 4:30pm) Wednesday, Thursday, Friday - Term Time  
+ 1 week (39 weeks)

*This form lists the essential requirements needed in order to do the job. Applicants will be short-listed solely on them meeting these requirements.*

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### Essential Requirements

#### ***Education and Experience***

- a) Have Higher Level Teaching Assistant Status or equivalent music qualification or experience in music tutoring or teaching.
- b) Excellent numeracy and literacy skills or qualifications equivalent to NVQ level 2 in English and maths.
- c) Experience of working with children, including children with additional needs, in the primary age range.

#### ***Knowledge, Skills and Abilities***

- d) Ability to deliver high quality music lessons and after school clubs to all ages that inspire and motivate pupils to get involved and improve their musical knowledge and skills.
- e) Excellent understanding of children's music skills development and learning processes and able to observe, monitor and provide constructive feedback to help pupils develop.
- f) Good working knowledge of the national curriculum and assessment for music and other relevant learning programmes to deliver an effective music curriculum including the subject knowledge to enhance children's knowledge and understanding as they progress through the school.
- g) Have excellent communication skills, both written and verbal as well as being able to use ICT effectively to support administrative tasks.
- h) Ability to build and maintain effective relationships with pupils, treating them equitably with respect and consideration.
- i) Ability to liaise, build and maintain effective relationships with staff and parents.
- j) Constantly improve own practice/ knowledge through self-evaluation and learning from others.
- k) To be responsible for promoting and safeguarding the welfare of children and young people within the school.
- l) Full working knowledge of relevant statutory frameworks, Health and Safety legislation, policies and codes of practice related to music effectively in schools.

#### ***Personal Qualities***

- m) Be a passionate, proactive and positive role model for promoting an enjoyment and passion for music in pupils.
- n) Be an effective team player, who can work well under pressure and own on initiative while being resilient and flexible in the pursuit to drive up standards in music.

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**Prepared by:** \_\_\_\_\_ **Date**    /    /  
**Agreed by:** \_\_\_\_\_ **Date**    /    /

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