

## **JOB DESCRIPTION**

**Post Title:** **TEACHER OF DRAMA / MUSIC**

**Post Holder:**

**Responsible To:** Curriculum Leader

**Responsible For:** Delivering high quality teaching & learning to ensure that all students reach their full potential.

**Remuneration:** TPS

**Start Date:**

**Note:** The duties required of all teachers under Pay and Conditions of Service Legislation are a necessary part of this description. This description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and may be subject to modification or amendment after consultation with the postholder.

## **MAIN RESPONSIBILITIES OF POST**

- 1 To teach Drama/Music to students across the age range.
- 2 To develop schemes of work and appropriate resources utilising an allocated resource.
- 3 To ensure that the classroom environment is orderly and stimulating and that the work of students is displayed and valued.

The professional duties of a teacher are listed in the School Teachers' Pay and Conditions Document under the following headings:-

### **Teaching**

- planning and preparing courses and lessons
- setting and marking of work
- assessment, recording and reporting

### **Other activities**

- promoting the progress and well-being of individuals and classes
- providing guidance on educational and social matters
- making records and reports on the personal and social needs of students
- communicating and consulting with parents of students
- communicating with persons or bodies outside the school
- participating in meetings arranged for any of the purposes above

### **Assessments and reports**

- providing or contributing to oral and written assessments, reports and references for students

**Performance management**

- participating in statutory arrangements for appraisal

**Review, further training and development**

- reviewing from time to time methods of teaching and programmes of work
- participating in arrangements for training and professional development

**Educational methods**

- advising and co-operating on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching, assessment and pastoral arrangements

**Discipline, health and safety**

- maintaining good order and discipline among students and safeguarding their health and safety

**Staff meetings**

- participating in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements

**Public examinations**

- participating in all arrangements for public examinations

## PERSON SPECIFICATION

**Post Title:** **TEACHER OF DRAMA / MUSIC**

The following qualities and aptitudes are sought in the successful candidate:

Essential	Desirable
<b>Qualifications</b>	
<ul style="list-style-type: none"> <li>The successful candidate should be qualified to degree level in Drama or Music.</li> </ul>	<ul style="list-style-type: none"> <li>Post-graduate qualification (MA etc)</li> </ul>
<ul style="list-style-type: none"> <li>The successful candidate should have a relevant teaching qualification (PGCE, Cert Ed, BEd).</li> </ul>	
<b>Experience and skills</b>	
<ul style="list-style-type: none"> <li>The ability to teach the full age and ability range is required.</li> </ul>	<ul style="list-style-type: none"> <li>Previous experience of teaching Drama or Music is desirable but not essential</li> </ul>
<ul style="list-style-type: none"> <li>A thorough knowledge of and enthusiasm for the subject of Drama or Music is required.</li> </ul>	
<ul style="list-style-type: none"> <li>A commitment to the provision of quality and equality of opportunity in the teaching of Drama/Music is required.</li> </ul>	<ul style="list-style-type: none"> <li>Competence and experience in the use of ICT in the teaching of Drama or Music is desirable.</li> </ul>
<ul style="list-style-type: none"> <li>Excellent written and oral communication skills in a variety of contexts (students, parents, colleagues etc) are sought.</li> </ul>	
<ul style="list-style-type: none"> <li>The successful candidate will be required to work effectively in a closely knit team.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of or a willingness to make a significant contribution to extra-curricular activities is highly desirable</li> </ul>
<ul style="list-style-type: none"> <li>Commitment to continuous review and curriculum development is sought.</li> </ul>	
<ul style="list-style-type: none"> <li>Candidates should have a forward-looking approach to teaching and have drive, initiative and the ability to respond quickly to further developments in education within school.</li> </ul>	<ul style="list-style-type: none"> <li>An understanding of the changing school environment and national issues will be an advantage.</li> </ul>
<ul style="list-style-type: none"> <li>Committed to the safeguarding of children and young people</li> </ul>	