



## **BSiX BROOKE HOUSE SIXTH FORM COLLEGE**

### **JOB DESCRIPTION**

**Post Title:** Music Performance and Production Teacher

**Scale:** Spine Point P 1-9

**Responsible To:** Head of Department

#### **Job Purpose**

A rare opportunity to join a dynamic and high achieving department and faculty within a unique comprehensive Sixth Form College. The music department has consistently achieved outstanding results and success rates over recent years and above the national average for high grades in Level 2 and 3 vocational programmes. The faculty has been held up as an example of good practice in teaching and learning during all recent Ofsted visits to the college and also maintains the highest attendance. We are looking for someone to help continue the good work.

Our achievement is built upon providing a meaningful vocational experience for our learners where writing, recording and performing music, running external events and learning about opportunities in the modern industry form the focus. We teach UAL music qualifications and an understanding of this would be desirable. We have a busy calendar of music events and expect some evenings to be given up to support this. We are an active department within the borough and music service and have strong links to secondary schools, providing workshops and undertaking visits in addition to normal teaching ours. Music staff are sometimes required to teach sound design units as part of Creative Media courses and this would be the case.

We are an open and flexible department where dialogue between staff and students along with focused hard work dictate our outcomes.

#### **Specific Duties**

1. To contribute to the work of one or more programme teams.
2. To prepare and maintain schemes of work and assignment briefs.
3. To prepare students for internal and external assessment.
4. To mark and moderate students' work
5. To provide a stimulating learning environment for students.
6. To write reports.

7. To maintain students' records.
8. To provide consultation for students, their parents, adults and other clients as directed.
9. To take part in programme reviews and evaluation.
10. To take part in curriculum development.
11. To develop and implement teaching and learning strategies in line with college policy.
12. To cover for colleagues as required.
13. To carry out college procedures in line with college policies e.g. The Equal Opportunities Policy, Health and Safety etc.
14. To act as a tutor to a group of students. (Tutorials are called Progress Reviews)
15. To monitor the use of equipment and materials.
16. A willingness to teach students from key stage 4.
17. To undertake other duties as allocated by the Principal.
18. To integrate the improvement of literacy and numeracy into schemes of work, classroom practice and assessment. This includes the marking of students' work carefully and thoroughly, including the correction of spelling, grammar and vocabulary.
19. Tutors may be required to work up to two evenings per week.

### **College Responsibilities**

1. To act as a personal tutor to a group of students.
2. To represent the college at meetings and events as directed.
3. To work with colleagues in support of college policies and initiatives.
4. To participate in the college appraisal process.
5. To participate in inspections and self-assessment.
6. As part of your role you have a direct responsibility for ensuring equality of opportunity within the college as well as the health and safety of students, staff and visitors. As part of that responsibility you may be required to participate in training and be involved in undertaking risk assessments.

### **Variation to this Job Description**

This is a description of the job as it is at present, and is current at the date of issue. The job description will be renewed and updated as necessary to ensure that appropriate revisions are incorporated, and that it relates to the job to be performed. This process is conducted jointly with your Manager. You are expected to participate fully in the review and, following discussion to update your job description as is considered necessary or desirable. It is our aim to reach agreement on reasonable changes. However, if such agreement is not forthcoming, Management reserves the right to insist on changes after consultation with you.

**The successful candidate will be required to apply for an Enhanced Disclosure in accordance with Part V of the Police Act 1997. Further information about the Disclosure scheme can be found at**

**[www.disclosure.gov.uk](http://www.disclosure.gov.uk)**

**October 2017**

# BSIX SIXTH FORM COLLEGE – BROOKE HOUSE

## PERSON SPECIFICATION

Please use this Person Specification when completing the 'Personal Statement' section of the Application Form.

		Essential	Desirable
<b>1. <u>Qualifications And Experience:</u></b>			
1.1	A relevant degree or a relevant professional qualification	*	
1.2	A full teaching qualification, or to obtain one within 2 years of joining the College	*	
1.3	QTS status or a willingness to undertake a required process		*
1.4	Evidence of successful teaching within an appropriate context	*	
1.5	Experience of teaching vocational Music Qualifications	*	
1.6	Experience of Curriculum development	*	
1.7	Experience of current assessment techniques	*	
<b>2. <u>Abilities/Skills</u></b>			
2.1	Teaching and tutoring skills to work successfully with students of varied ages, backgrounds and abilities	*	
2.2	Ability to teach in the subject areas covered by the post	*	
2.3	Familiarity with current developments in education and training in 14-19 Education	*	
2.4	Ability to communicate and handle administrative matters efficiently	*	
2.5	Musical experience as both a performer and producer	*	
2.6	Ability to play several 'band' instruments to a reasonable standard.		*
<b>3. <u>Disposition/Attitudes</u></b>			
3.1	Willingness to keep professional knowledge and skills up to date	*	
3.2	Ability to work co-operatively and productively with other team members sharing classes and responsibility	*	
3.3	Commitment to ongoing professional development and willingness to engage in peer observations as part of an 'open door' policy towards observations	*	
3.4	Ability to incorporate Information Learning Technology strategies in teaching and learning	*	
<b>4. <u>Equal Opportunities</u></b>			
4.1	Commitment to the College's Equal Opportunities policy and practical awareness of how to implement it	*	
4.2	Awareness of the language needs of students with a variety of linguistic backgrounds and ability to adopt appropriate teaching strategies to meet these needs.	*	
4.3	An understanding of the needs of a multi-cultural, inner-city community	*	
4.4	Familiarity with community language(s).		*