



Job Description: Music Department Drum Kit Teacher

The School

Kimbolton School was founded in 1600 and currently educates around 970 children aged 4-18 in a co-educational, predominantly day environment (Monday to Saturday), although there are around 50 boarders. The Senior School (approx. 650 pupils) is located around Kimbolton Castle while the Preparatory School is housed to the west of the village on the original Grammar School site. The School employs approximately 300 staff and also owns a subsidiary company, Kimbolton School Enterprises, which transacts all non-charitable trading activity.

The Department

The Music School is situated in the Mews Building on the Senior School site. There are two full time teachers of music, comprising the Director and Assistant Director of Music, who share an office with the Music Administrator. The Prep School also has a Head of Music. Our 22 visiting music teachers (VMTs) deliver approximately 350 individual instrumental and vocal lessons each week across both schools. There is an increasingly successful and expanding music programme with an intense schedule of concerts, trips, tours, competitions and examinations.

Purpose:

- Deliver 30 Drum Kit lessons per senior pupil in every academic year.

Duties and Responsibilities:

- Timetable lessons at least one week in advance using the timetable sheets provided and liaise with the Music Administrator over any timetabling issues.
- Maintain a record of pupil attendance using the register cards provided.
- Follow Music School procedures with regard to reports, starting/stopping lessons, liaising with parents and liaising with other members of staff.
- Consult the Director of Music in the event of a problem with any student, parent or other member of staff.
- Prepare pupils for external examinations (in consultation with parents); organise any necessary aural or theory tuition; if not accompanying your students yourself, to encourage them to arrange run-throughs with either the Director or the Assistant Director of Music.
- Encourage pupils to participate in and prepare pupils for concerts and competitions, and advise ensemble staff of the suitability of individual pupils for extra-curricular ensembles.
- Encourage parents to attend their child's lessons in Music School Open Weeks.
- Advise parents on the purchase of musical instruments.
- Attend two annual staff meetings, held during the first weeks of the Autumn and Spring Terms. The payment for attendance at such events is an integral part of the hourly rate of payment.
- Coach ensembles where required.
- Undertake routine administration.

Skills:

- Accomplished Drum Kit player.
- Inspirational teacher.
- Ability and willingness to teach beginners through to Grade 8 and beyond.
- Experience of coaching ensembles is desirable although not essential.
- Excellent communication skills.
- Strong team player.

Responsible to: The Bursar

Accountable to: The Director of Music

Remuneration: £34.86 per hour to include holiday pay

Pension: Automatic enrolment into the Teachers' Pension Scheme

Referees: The names and addresses of two referees are required (of which one must be professional or a previous employer). Referees will not be contacted without the permission of the applicant.

Lunches: All employees are entitled to free lunch in the School dining halls during term time (30 minutes unpaid).

Method of Application:

Application form which is available from our website www.kimbolton.cambs.sch.uk supported by a letter of application and CV. Applications should be returned to the HR Officer, Kimbolton School, Kimbolton, Huntingdon, Cambs PE28 0EA (Tel: 01480 860505, Fax: 01480 861763, e-mail: recruitment@kimbolton.cambs.sch.uk) by **9.00am Thursday 30th November 2017**.

Notes:

The post holder is required to operate within school policies and procedures, including Safeguarding and Health and Safety.

Kimbolton School is an equal opportunities employer.

Kimbolton School operates a No Smoking policy on the Estate.

Under the Guidelines Safeguarding Children: Safer Recruitment and Selection in Education Settings June 2005, Kimbolton School reserves the right to request age related information from the candidate.

Kimbolton School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post. It is an offence for any organisation to offer employment that involves regular contact with young people under the age of 18 to anyone who has been convicted of certain specified offences, or included on lists of people considered unsuitable for such work held by the Department of Education. It is also an offence for people convicted of such offences to apply for work with young people. The successful candidate will apply for an Enhanced Disclosure from the Disclosure & Barring Service (DBS) before the appointment is confirmed. This check will include details of cautions, reprimands or final warnings as well as convictions. Further information about the Disclosure scheme can be found at www.gov.uk/dbs. All employees will be expected to follow the School's Safeguarding Policy, the Safeguarding Code of Conduct, will attend Safeguarding training and report any child protection issues to the Designated Safeguarding Lead.