**JOB DESCRIPTION**

**Post Title:** Director of Music

**Scale:** UPS / MPR + TLR2 (£4,442 for 17-18)

**Responsible to**: Deputy Head Co-curricular & Community

**Start date**: September 2018

**The Role**

* To provide inspirational leadership of the Music Department and effective delivery of an outstanding Music curriculum to ensure all our pupils make excellent progress.
* To oversee and support the delivery of a high quality co-curricular programme and ensure that the Music Department is a vibrant part of the school community.

**Key Responsibilities**

* To provide strong and supportive leadership of the Music Department
* To lead the department to the highest standards of professionalism as a role model for colleagues and pupils
* To lead the design and implementation of an outstanding Music curriculum
* To constantly review and develop the quality of teaching and learning within the department to ensure outstanding practice
* Be held accountable for the progress of all pupils in Music learning across the school
* To observe, mentor and provide guidance to teachers in the department
* To promote the subject and ensure it is thriving throughout the school, including at GCSE and A level Music
* To appoint, manage and support all peripatetic music staff
* To work with peripatetic staff to deliver outstanding Music provision
* To lead the co-curricular life of the school in Music to ensure a rich and varied programme
* To take overall responsibility for the effective leading of music groups in the school e.g. orchestra, ensembles, choir, to ensure opportunity for participation as well as performance at a good level
* To celebrate pupils’ work through effective and regular music performances for a variety of audiences
* To work with the school chaplain and be responsible for the use of Music in assemblies and services throughout the year

**Leadership of subject**

* To develop and implement a creative curriculum across Music and ensure the delivery of high quality teaching, in all curricular and co-curricular activities
* Develop innovative schemes of work which are inspiring for learners and teachers alike and provide a broad range of opportunities for pupils to experience various forms of Music
* To assess the performance of pupils and record their development, progress and attainment and ensure this is done consistently across the department using internal moderation where necessary
* Analyse progress and attainment data and use this to inform possible changes to curriculum design, and pupil interventions
* Work in collaboration with colleagues to ensure pupils receive high quality interventions
* Through regular observation and feedback, mentor subject teachers to ensure excellent teaching and learning in all lessons
* Ensure that classroom teachers are utilising best practice for the teaching of Music
* Lead departmental inset and inset across the school to share good practice
* Conduct evaluations of the quality of teaching and learning of individual classes and as a department, agreeing implementation and holding teachers to account to changes to teaching and learning
* Create and sustain a positive departmental culture, where staff feel collectively supported and developed
* Take the role of Performance Manager for members of the department.

**Teaching and Learning**

* Plan and teach engaging and challenging lessons
* To provide clear structures for lessons, and for sequences of lessons, in the short, medium and longer term, which maintain pace, motivation and challenge
* To plan effectively to ensure that pupils have the opportunity to meet their potential, taking account of the needs from those who are underachieving to those who are very able, making use of relevant information and specialist help where available
* Use regular, measurable and significant assessments of teaching
* Complete all reporting on time
* Closely monitor progress and attainment of pupils and use it to inform teaching
* To set high expectations for pupil behaviour and establish a safe environment that supports learning and where pupils feel secure and confident
* Maintain regular and productive communication with parents about their child’s progress, behaviour and development, including attending after school parent meetings as required

**Other**

* Undertake professional development as agreed with school leaders
* Perform additional duties and tasks required for the effective operation of the school as directed by the Headmaster
* Undertake other various responsibilities as directed by the Headmaster

**Person Specification: Director of Music**

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| **Criteria** | **Essential** | **Desirable** |
| Qualifications | * Good Honours Degree * Recognised Teaching Qualification | * Additional qualifications/ training |
| Experience | * Experience of successful teaching of Music to GCSE and A level * Excellent classroom practitioner * Confident performer in a wide variety of musical genres and idioms * Experience of leading music groups and performances in a school * Experience of raising attainment * Experience of supporting other staff to enhance teaching and learning | * Experience of delivering KS2 Music * Experience of leading and developing a team * Experience in more than one school * Experience in a pastoral role * Evidence of preparation for a middle leadership post |
| Leadership and management | * Commitment to the subject and to leading the co-curricular life of the school within the subject * Effective team worker and leader * High expectations for accountability and consistency * High expectations of self and others * Ability to create and lead departmental development * Ability to manage change * Ability to enable others to achieve success |  |
| Teaching and Learning | * Excellent classroom practitioner with understanding of high quality teaching and learning * Knowledge of the curriculum reforms and recent subject developments * Good communication, planning and organisational skills * Commitment to regular and on-going professional development | * Familiarity with Music software such as GarageBand and Sibelius * Experience of data tracking |
| Personal | * Hardworking * Enthusiastic * Resilient * Ability to inspire and lead others * A strong team player * Good sense of humour |  |

The Royal Alexandra and Albert 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, including an Enhanced DBS check.