

SMALL ENOUGH TO CARE, LARGE ENOUGH TO INSPIRE

DIRECTOR OF MUSIC – PART-TIME 0.8

Required September 2018

The position

Saint Nicholas School is seeking to appoint a creative and dynamic Director of Music to lead and develop all aspects of music throughout the Senior School and to oversee the subject at Junior School level.

The role involves responsibility for the music curriculum, teaching and learning across the Senior School (11-16), management of the peripatetic music staff team, organisation of concerts and recital events and oversight and development of the Music Scholarship programme. The Music Department currently organises a number of traditional school musical events and the successful applicant will be expected to build on this foundation and further develop the profile of Music within the school.

The successful applicant

We would love to hear from you if you are an inspirational, dynamic and creative individual who makes learning fun and is looking to join a supportive and enthusiastic team.

The successful applicant will be a passionate and outstanding musician and teacher with energy, commitment and experience. You will be joining a friendly, hard working school with a clear commitment to high achievement for all its pupils. Classes have a maximum of twenty pupils. Non-contact time is very generous to enable the successful applicant to fulfil this demanding role.

About the school

Saint Nicholas is an independent co-educational day school for children aged 2½ to 16 years. The school is located on a single site of fourteen acres divided into four constituent parts: the Pre-school, Lower School, Middle School and Upper School. The school is set in beautiful grounds and has superb facilities including a sports hall, swimming pool and theatre as well as extensive outdoor learning and play areas.

Saint Nicholas School was founded in 1939 with a total roll of 7 pupils. By 1977, the pupil roll had increased to 140 and at this time the school moved from its modest premises in Mill Street, Churchgate Street, to the current location at Hillingdon House.

Saint Nicholas is a remarkable school which prides itself on enthusing, challenging and supporting each pupil to achieve their very best. Educating young people is a great responsibility but our school is also a place of laughter, fun and discovery - a school where open minded, confident and well-rounded young men and women are formed.

Pursuing the highest standards in all that we do, Saint Nicholas aims to inspire active and curious learners who stretch themselves in all aspects of school life. Academic success is celebrated alongside personal development and at the heart of our school are happy and confident young people with high aspirations, a strong moral compass and a determination to succeed.

The school is located close to London and Cambridge with direct train access to both, as well as being a short drive from Stansted Airport and the London Underground via Epping.

Terms & conditions

Teachers are paid according to the national main professional scale for teachers including post threshold payments. Saint Nicholas School teachers may contribute to the Teachers' Pension Scheme and the school will contribute the statutory employer's contribution to this scheme if you choose to join.

The closing date for the receipt of applications is Monday 19th February and interviews will take place the following week.

CORE PURPOSE OF POST

- To teach music across key stages 2, 3 and 4 up to GCSE.
- To lead the music department including peripatetic teachers.
- To lead and contribute to a full and varied extra-curricular musical programme.
- To raise the profile of music within the school.

STRATEGIC DIRECTION AND DEVELOPMENT OF THE SCHOOL

Vision

- Demonstrate a commitment to a shared vision for the school.

Ethos

- Encourage an ethos which promotes effective teaching and learning and which sustains improvement in the development of all pupils.

Strategic planning

- Contribute to the development of music teaching area in conjunction with the Headmaster.

TEACHING AND LEARNING

Curriculum

- Plan and deliver the teaching programme for all pupils within the class.
- Provide clear structures for lessons and for sequences of lessons, which maintain pace, motivation and challenge.
- Use a variety of teaching and learning styles to keep all pupils engaged.
- Select and make good use of ICT skills for classroom and management support.
- Be familiar with the school's current systems and structures as outlined in policy documents including the Health and Safety and Child Protection Policies.

Monitoring, assessment, recording, reporting and accountability

- Make effective use of assessment information on pupils' attainment and progress and in planning future lessons.
- Assess and record each pupil's progress systematically with reference to the school's current practice including the social progress of each child and use the results to inform planning.
- Mark and monitor classwork and homework weekly, providing constructive feedback and set targets for future progress.
- Understand and know how national and local comparative and school data including National Curriculum test data can be used to set clear targets for pupils' achievement.

Standards and expectations

- Ensure effective teaching of whole classes groups and individuals, establishing high expectations of behaviour and attainment, so that teaching objectives are met.
- Monitor and intervene when teaching to ensure sound learning and discipline and maintain a safe environment in which pupils feel confident

Monitoring and evaluation

- Be familiar with the Code of Practice and identification, assessment and support of pupils with special educational needs.
- Evaluate your own teaching critically to improve effectiveness.

THE MUSICAL LIFE OF THE SCHOOL

Weekly extra-curricular activities

- Lead extra-curricular musical activities such as the Middle / Upper school choirs, orchestra, ensembles and concerts.

Annual school production

- Support and contribute to the organisation of the school's theatrical / musical productions alongside the drama teachers.

Carol Service

- Organise the annual Carol Service.

CONTRIBUTION TO SCHOOL LIFE

Pastoral duties

- Take on the role of form teacher as required.
- Attend weekly assemblies.
- Play the piano and lead the singing and musical contribution in assemblies.

School events

- Support the Friends organised events, including organising musical performances at the Christmas and Summer fetes which take place on Saturdays.
- Attend the two Saturday Open Mornings and organise suitable musical performances.
- Prepare musical performances for marketing and external events which raise the profile of the school in the wider community.
- Attend the school's Prize Giving, normally the final Saturday of the summer term. Organise the musical interludes.

LEADING AND MANAGING STAFF

Peripatetic music staff

- Line manage the team of peripatetic music staff.
- Monitor and support the timetabling of peripatetic music lessons.
- Oversee termly reporting to parents by peripatetic teachers.
- Recruit, induct and appraise peripatetic music staff.
- Act as first point of contact between parents and music staff.
- Communicate between peripatetic music staff and other staff.
- Organise external examinations as required.

EFFICIENT AND EFFECTIVE DEPLOYMENT OF STAFF AND RESOURCES

Manage resources

- Be responsible for the resources in your teaching areas.
- Liaise with local providers to maximum learning opportunities for pupils.
- Oversee the provision of instruments, their maintenance and repair and maintain an up to date inventory of all departmental equipment; instruments, books and other resources.
- Ensure a stimulating but safe working environment in which risks are regularly assessed

ACCOUNTABILITY

Effective communication

- Provide reports on individual progress to the Headmaster and parents as required.
- Establish and maintain effective working relationships with professional colleagues and parents.
- Participate as required in meetings with professional colleagues and parents in respect of the duties and responsibilities of the post, including evening parental consultation meetings