



Job Description

CORE Education Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share this commitment.

Job Title: Teacher of Music	Salary Range: Main Pay Scale/Upper Pay Scale
Accountable to: Head of Faculty and Headteacher	Working Hours: Full Time
Contract: Permanent, Term-Time	Start Date: January 2019

This job description is a guide to the work you will initially be required to undertake. It may be reviewed from time to time to meet changing circumstances.

Job Purpose

- To work with all members of the department to facilitate and encourage learning which provides students with the opportunity to achieve their individual potential.

Duties & Responsibilities

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
- To monitor and support the overall progress and development of students as a teacher / Form Tutor.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support the school's responsibility to provide and monitor opportunities for students' personal and academic growth.

Specifically

- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Curriculum Area and Department.
- To contribute to the Curriculum Area and department's development plan and its implementation.
- To plan and prepare lessons.
- To contribute to the whole school's planning activities.

- To assist the Head of Subject, in ensuring that the curriculum area provides a range of teaching which complements the school's strategic objectives.
- To take part in the school's Continuing Professional Development programme by participating in arrangements for further training and professional development.
- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the Performance Management Review process.
- To ensure the effective/efficient deployment of classroom support.
- To work as a member of a designated team and to contribute positively to effective working relations within the school.
- To maintain appropriate records and to provide relevant accurate and up-to-date information.
- To complete the relevant documentation to assist in the tracking of students.
- To track student progress and use information to inform teaching and learning.
- To communicate effectively with the parents of students as appropriate.
- To follow agreed policies for communications in the school.
- To contribute to the development of effective subject links with external agencies.
- To teach, students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To provide, or contribute to oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that ICT, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students.
- To undertake a designated programme of teaching.
- To ensure a high-quality learning experience for students which meets internal and external quality standards.
- To prepare and update subject materials.
- To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.
- To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- To undertake assessment of students as requested by external examination bodies, departmental and school procedures.
- To mark, grade and give written/verbal diagnostic feedback as required.
- Working with SENCO to ensure that individual students receive appropriate support and that appropriate links are made so that the curriculum meets their needs.



- To plan and deliver inter-disciplinary projects which bring together knowledge and skills, which are focused on real-world enquiries and which culminate in a high quality end product/project.

Quality Assurance

- To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria.
- To seek/implement modification and improvement where required.
- To review from time to time methods of teaching and programmes of work.
- To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

Skills and Abilities

- The ability to establish and maintain outstanding relationships with other staff, students and their parents.
- Managing and meeting deadlines.
- Motivating yourself and others.
- Maintaining high professional standards.
- The ability to support and disseminate School policy.

Qualifications

- Relevant degree
- QTS

A Commitment to

- An awareness of, and complying with, policies and procedures in relation to Safeguarding, Health and Safety, Confidentiality and Data Protection.
- Contributing to school life and building effective relationships with all members of the school community.
- Undertaking professional development relevant to the post.
- Developing professional skills and knowledge through induction and continuing professional development.

Mobility

- The jobholder may be required to transfer to any job appropriate to their grade at such a place as in the service of the Trust they may be required, in accordance with legitimate operational requirements and / or facilitating the avoidance of staffing reductions.



- This job description reflects the major tasks to be carried out by the jobholder and identifies the level of responsibility at which the jobholder will be required to work, as at the date on which the last review took place.
- This job description may subject to review and/ or amendment at any time to reflect the requirements of the job. Any amendments will be made in consultation with any existing jobholder and will be commensurate with the grade for the job. The jobholder is expected to comply with any reasonable management requests.

This is an exciting opportunity to join a family of schools that is committed to delivering the highest quality for all students, regardless of ability or background, and creating a fully inclusive learning environment. We are committed to the professional development of all our staff. You should be committed to delivering the highest level of customer service.

Person Specification

Job title: Teacher of Music	Salary: Main scale or UPS	Location: Central Academy
---------------------------------------	-------------------------------------	-------------------------------------

The Person Specification outlines the main attributes needed to adequately perform the post specified. It is intended to give prospective candidates a better understanding of the post requirements. It will be used as part of the requirement process in identifying and shortlisting candidates.

All posts will be subject to a DBS clearance at Enhanced level.

	Essential	Desirable
Education, Training and Qualifications <ul style="list-style-type: none"> • Qualified teacher (PGCE) • Degree in Music or relevant equivalent • Relevant additional higher level qualifications 	X X	X
Experience, Knowledge, Skills and Competencies <ul style="list-style-type: none"> • Teaching experience (can include placements if an NQT) • An understanding of the Key Stage 3 and 4 Music curriculum. • A knowledge of the requirements for success at GCSE • A knowledge of all aspects of the responsibilities of a member of staff in an education setting, including safeguarding and child protection 	X X X X	
Personal Attributes <ul style="list-style-type: none"> • Ability to organise and prioritise effectively • Ability to demonstrate initiative • Excellent communication and interpersonal skills with the ability to motivate inspire, and engage • A team player who is willing to take the lead when required • Resilience, the ability to work under pressure and be able to meet deadlines • A sense of fun and humour • A commitment to CORE Education Trust vision, values, aims and the objectives of its academies programme 	X X X X X X X	