

**JUNIOR SCHOOL DIRECTOR OF MUSIC**  
**For April 2018**

**Person Specification**

This appointment will be for a well-qualified, inspirational music teacher with choral expertise to teach music and lead choirs for children aged 4 to 11 years in the First and Lower Schools. We are looking for someone who will lead the teaching and continue to develop a well-structured programme of Music, throughout the First and Lower School. The post involves teaching class music across the primary age range as well as working with award winning choirs, chamber groups and organising music for assembly and special school events. Over 90% of the Lower School girls learn at least one musical instrument and some instrumentalists achieve up to Grade 7 by the time they reach Year 6. It is expected that the post holder will develop ambitious Music education in the Junior School and involve the use of music technology in the curriculum. The post holder will work closely with the Senior School Director of Music.

Keyboard skills are essential for this post. Candidates will be expected to play for assemblies and accompany for various musical events/concerts throughout the school year. As NLCS places a strong emphasis on singing and choirs, this position may well suit a candidate who is a First Study singer.

**Key Skills/Qualities**

- An inspirational and innovative Music teacher with a passion for Music
- Vision and an appreciation of the importance of Music and its role in the curriculum
- An ability to cope with the fast pace of life in the Junior School, while placing a premium on close team work, flexibility and good communication skills
- Good interpersonal communication is essential as the role involves the need for liaison with other members of staff, pupils, parents and some outside agencies
- Good organisational and planning skills
- An ability to remain calm, a good sense of humour and the necessary enthusiasm to enjoy the challenges of the role are essential!

**Line Management**

The post holder will be responsible to the Head of the Junior School and will work closely with the Senior School Director of Music to develop the music education of the girls.

**Main Responsibilities**

- Lead the development of music making in the Junior School, working closely with the other member of the music staff who works in the Junior School, currently with some of the First School classes
- Teach lively, stimulating music lessons to KS1 and KS2 classes, which challenge and develop a love of Music

- Prepare musical items for performance and musical accompaniment
- Co-ordinate and direct Junior School concerts
- Conduct the Junior School choirs and encourage a real passion for singing amongst the girls
- Advise girls and parents about the choice of instruments
- Maintain Music resources and instruments according to the agreed budget
- Attend relevant INSET courses and provide feedback and INSET as required at staff meetings
- Provide advice on planning and take responsibility for the writing of documents and policies in conjunction with the Senior School Director of Music
- Liaise with the team of peripatetic teachers

## **Facilities**

The school opened its own Performing Arts Centre in the Spring of 2007. This includes a 350 seat auditorium, a flexible stage including an orchestra pit and professional lighting and sound facilities. This is the venue for many Junior School performances. The School has its own Music School and the Junior School are currently developing a new Music facility in addition to the First and Lower School Halls where lessons currently take place.

## **Extra-Curricular Activities**

Alongside the academic subjects, a wide-ranging programme of extra-curricular 'clubs' is run during a lesson in the week. Girls are expected to take part in these and may choose from such activities as games, dance, drama, arts and crafts, and cookery. Staff are also invited to run after school extra curricular clubs of their own choice.

The Junior School Director of Music is expected to organise a rich programme of extra curricular music activities during long breaks and between 3.25pm and 4.00pm. Chamber groups, choirs and ensembles should be organised at these times to develop a range of musical talents and interests.

## **Professional Development Opportunities**

There is a strong culture of professional development at the School. In addition to the openly advertised internal promotion and professional development posts, the School also offers a number of external opportunities.

Following the opening of two partnership schools, North London Collegiate School, Jeju (in South Korea), and North London Collegiate School, Dubai, staff in the UK have opportunities to be involved in monitoring visits to South Korea and Dubai, and to be involved in the recruitment and training of their staff. A number of exchange opportunities are available to staff, both to Korea, and to partner schools in the USA and Australia.

The School works closely with The Prince's Teaching Institute, which is co-directed by the former Headmistress, Mrs Bernice McCabe. It provides residential, subject-specialist training to the maintained sector. The Prince's Teaching Institute activities currently reach 360,000 children in England and Wales. In 2014/15, 704 Secondary Schools, which is 16% of all Secondary Schools in England and Wales, have sent a teacher to a PTI course. Currently there are nine subject streams designed and led by NLCS staff, and the School pays for a number of staff from NLCS to attend the courses.

As part of the larger Senior School we benefit from being able to attend lectures and presentations from an eminent number of speakers, including John Bercow, Margaret Beckett, Brian Sewell, Tom Holland and Lord Winston.

## **Terms and Conditions**

North London Collegiate School has its own generous salary scale. A salary review is conducted each year.

The School is a member of a BUPA group scheme; subscription is open to all staff. Staff may pay into the Teachers Superannuation Scheme. NLCS terms are shorter than the maintained sector.

Some staff accommodation is available on site. There is free use of the School's coach service and exclusive use of the indoor swimming pool, fitness suite and sports hall. Staff children who are selected to join the school enjoy 25% fee remission (for up to two daughters).

## **Applications**

Application should be made in writing to the Acting Headmistress, Mrs Alex Wilson, with a letter of application, completed application form and the names and addresses of two professional referees, one of whom should ideally be the Head of the applicant's present school. If applying by email the application form should be sent to Heather Cade, Deputy Heads' PA, who is in charge of teacher recruitment at [deputyheadspa@nlcs.org.uk](mailto:deputyheadspa@nlcs.org.uk).

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment as part of their duties. The successful candidate will be asked to apply to the Disclosure and Barring Service for an Enhanced Disclosure.

**Closing date for applications: Monday 30<sup>th</sup> October**  
**Interviews likely to be held w/c Monday 6<sup>th</sup> November**

Expressions of interest and visits would be welcome before that date. The school will be closed for the half term holidays from 16<sup>th</sup> October to 30<sup>th</sup> October. The Bursary will be open during this period to take any enquiries about the post, which will be passed on to relevant staff available. The Bursary number is 020 8952 7041.