



Yehudi
Menuhin
School

DIRECTOR OF MUSIC

Candidate Information Pack



Closing date for applications:
Friday 10 January 2025

A welcome from the Headmaster

Thank you for expressing an interest in this role. I hope you find this document informative, and it explains everything you need to know about working at our very special school and whether it is the place for you.

The Yehudi Menuhin School is a world-leading specialist music school set in beautiful rural Surrey. We strive to promote a collegiate working environment with a strong sense of community. Staff and pupils are on first name terms, and all staff are encouraged to take an active part in the broader life of the school.

We are committed to the wellbeing of all our community and aspire to promote a healthy sense of balance in our pupils and staff. Ongoing professional development is very important to us, and all new staff are given an induction and the training necessary to fulfil their duties.

YMS is an exceptional place full of creative, talented people from all over the world. We would be delighted to receive your application, and we look forward to welcoming you to this unique school.

Robin Harskin
Headmaster

The Yehudi Menuhin School

Founded in 1963 by the world-renowned violinist and educator Yehudi Menuhin, the school provides a place for musically gifted children from around the world to develop their talents to the highest level within a stimulating academic environment. It was accorded the status of Centre for Excellence in the Performing Arts in 1973 and has a global reputation as one of the world's leading music schools.

Today's school provides a holistic education for around 90 exceptional pupils aged from 9 to 19, with specialist tuition on the stringed instruments, piano, classical guitar, harp and composition. Pupils split their time between their academic and musical studies and are given many opportunities to perform in front of an audience. Concerts take place regularly in The Menuhin Hall, but also in local state schools, care homes and churches, carrying on Menuhin's belief in the importance of giving back to the community.

The school also boasts a Virtual Menuhin School, which offers pupils not enrolled at the school the unique opportunity to receive specialist music education in a virtual environment, receiving musicianship, theory and instrumental training and the chance to connect with other young musicians across the globe.

Pupils are admitted based on talent, potential and passion for music, not on their ability to pay the fees. Today, around 90% of pupils require some level of financial assistance to attend YMS. The School is one of nine specialist UK schools that are supported by the Department for Education's Music and Dance Scheme.

YMS Alumni include renowned international soloists such as Nigel Kennedy, Nicola Benedetti CBE, Tasmin Little OBE, Alina Ibragimova, Valeriy Sokolov, Kathryn Stott and Melvyn Tan. Many other alumni are shaping the global cultural landscape through teaching at leading conservatoires and performing with world-class orchestras and chamber ensembles.

Purpose of the role:

The position of Director of Music at The Yehudi Menuhin School is second in importance only to that of the Head. The Director of Music plays a fundamental leadership role in this world-famous specialist music school, managing and overseeing all aspects of the musical education of the pupils and acting as the authoritative voice of the school in all its musical endeavours.

The Director of Music will be an established performer and pedagogue with the necessary vision, integrity, expertise, experience and create energy to fulfil this role as the school embarks on the next exciting and challenging phase of its illustrious history.

Key points about the role:

Contract type:

Permanent, Full-time

Salary:

Competitive

Start date:

September 2025

Accommodation Available
Probation Period:

2 terms

Reporting to:

The Head

Holidays:

School holidays

Location:

Stoke D'Abernon
Cobham, Surrey, UK

Pension:

The School offers a very generous pension, contributing 13.5% every month, with the employee contributing at least 6%. Applicable to permanent and contract employees only.

Other Benefits:

- Free School lunch during term times
- Free parking
- Use of the School's swimming pool when available
- Free lunchtime concerts
- Discounted tickets to other school events
- Timetabling Support

- Travel/touring opportunities on behalf of the school
- 24/7 access to DAS counselling services
- 24/7 access to AXA Thrive app for mental wellbeing
- AXA Health telephone line access for medical support and advice
- Life Assurance
- A health cash plan provided by Medicash

Key Duties & Responsibilities

Leadership Team

- To attend meetings and working in close co-operation with the Leadership Team comprising the Head, Bursar, Director of Music, Deputy Head (Academic), Deputy Head (Pastoral), and Director of Development and Marketing, to manage the day-to-day running of the school.
- To assist the Governors in exercising their responsibilities by attending such meetings and providing reports (orally and in writing) in connection with the Director of Music's functions as the Head and Governors may require.
- To contribute to the School's strategic planning for the future development of the School.

Admissions

- To advise and assist the Head in all audition programmes for the selection of new pupils.

Music Staff

- To advise and assist the Head in making appointments to the staff of the Music Department and in all matters relating to the welfare, employment, organisation, development, and work of such staff and in relation to any disciplinary or grievance process to which they may be subject.
- To manage the Music staff (currently about 40 professionals, most of whom are part-time and involved in a variety of other roles in the music profession) on a day-to-day basis.
- To lead by example in the maintenance of a community culture that is centred on kindness and collegiality.
- To monitor and to appraise the Music staff on a regular basis and to undertake formal appraisals, to include a written report as required, currently on a two-year cycle.



- To monitor and to have oversight of the music timetabling.
- To work with the Head, and others with delegated responsibility, to promote the school's outreach programme in line with the school's stated aims and charitable status.
- To lead the music administration team efficiently.

Teaching and Mentoring

- To have overall responsibility for each pupil's musical education and to play a leading role in the creative music making.
- To play a leading role in pastoral care of pupils by guiding them individually in their artistic and overall development.
- To play a leading role in the holistic education of pupils by leading some school meetings.
- To oversee all arrangements for teaching, coaching, practising and opportunities for pupils to enhance their musical experiences through their involvement in orchestral and chamber music, concert and touring programmes and competitions.
- To listen to pupils in concerts and to provide encouragement and constructive feedback.
- To continually monitor pupils' progress and to conduct a formal assessment of every pupil each term.
- To promote the welfare and safeguarding of all pupils.
- To undertake such teaching in musical subjects within his/her competence as the Head may reasonably request, for example to conduct the Menuhin School Orchestra at weekly rehearsals and at concerts throughout the year and/or to coach some chamber music ensembles and to coach solo performers prior to public concerts.
- To assist pupils with their presentational skills on stage.
- To provide careers advice to pupils and to assist them with applications to Music Conservatoires around the world.
- To maintain good order and discipline by pupils, under his/her supervision at all times when he/she is present on the school premises and whenever the pupils are engaged under his/her supervision in authorised school activities, whether on the school premises or elsewhere.

YMSQ

- To serve as a titular Director of Music for YMS's sister school, The Yehudi Menuhin School Qingdao (YMSQ).
- To liaise with the leadership and music staff at YMSQ and oversee its musical education programme, in close collaboration with YMSQ's own on-site Director of Music.
- To visit YMSQ on a regular basis to assist in its development as a prestigious musical institution.

Links with Parents

- To liaise with parents about their children's musical education on a regular basis.
- To provide written reports for parents in line with the School's policy.
- To manage parents' expectations and concerns.

Concert Programme

- To oversee all internal and external concerts that pupils perform in; these include internal lunchtime concerts, showcase events in The Menuhin Hall, external events in the UK and concert tours abroad.
- To assume overall responsibility, with the support of the Head of Concerts, for the programming of such concerts.

Menuhin Hall

- To be an influential member of the Menuhin Hall's management team (equivalent to an artistic director) and to play the principal role in decisions over the choice of performers for celebrity concerts and lectures, as well as for outside hires and other events.
- To liaise closely with the Hall Manager regarding the scheduling of rehearsals, internal and showcase concerts by pupils and outside hires.

Budgeting and Management of Resources

- To work with the Head and Bursar to agree the annual budget for Music and the efficient management of such budget.
- To care for and manage the School's collection of instruments to ensure that an accurate catalogue is kept for insurance purposes and to keep accurate record of all instruments, including the return and condition of instruments loaned to pupils.
- To care for and manage other musical resources such as the stock of music, electronic and other equipment.

Other

- To exercise such powers, perform such duties or undertake such responsibilities and observe such restrictions as may, from time to time, be reasonably assigned to the Director of Music by the Head or Chair of Governors.
- To work such hours as shall be reasonably necessary to properly discharge the Director of Music's job description. This will infrequently involve the Director of Music in working in the events, at the weekends and during the school holiday.

Values

Our values help guide our pupils' growth, shaping a positive, supportive learning environment. We take great pride in upholding these principles in everything we do. The Director of Music must be at the forefront in championing these values.

Pursuit of Excellence: We aim for the highest standards of musical understanding and academic achievement. Our pupils are taught dedication, self-discipline and resilience, to overcome and relish the challenge of a life in music.

Intellectual Curiosity: In the understanding that intellectual growth informs and supports musical development, we encourage all pupils and staff to be creative and open-minded, and to adopt a love of lifelong learning.

Integrity: Our pupils and staff demonstrate personal responsibility, honesty, and a mature sense of social conscience.

Kindness: All members of our community understand the importance of humility, empathy, and tolerance. Pupils and staff have respect for one another.

Community: Our community is collaborative, diverse, inclusive, and mutually supportive, with teamwork at its heart. We share the work of the school in the local community, as well as reaching an international audience. We instil our pupils with a sense of their environment and social responsibility.

Person Specification

The successful candidate will be a distinguished musician with the skills and experience necessary to fulfil the demanding responsibilities of this high-profile role and to command the respect of those studying and working in this world-renowned Music School.

Candidates must:

- Demonstrate the highest level of musical/academic expertise.
- Understand the aims and objectives of The Yehudi Menuhin School and be able to live and breathe the ethos.
- Be a high-class performer and/or expert in his/her specialist field but also able to appreciate and promote the full range of music making and performance.
- Have a passion for facilitating creative music making and be able to motivate and encourage pupils to perform to the highest standards.

- Understand and be able to engage with the individual and specific musical and pastoral needs of highly gifted/talented pupils to bring out the best in them.
- Have an excellent track record in teaching and/or leadership and management in music education. This is likely to be in a specialist music school, conservatoire, in the UK or overseas.
- Be able to think strategically and to show strong and pro-active leadership in continually developing the musical life of the school and the pupils' musical education.
- Be well-organised and an efficient administrator and be able to juggle a number of different competing demands simultaneously.
- Be a skilful person-manager, dealing sensitively with the pupils, their parents, the music and other staff, thereby building strong teams and a positive atmosphere.
- Be a team player, respectful of other's needs or opinions, able to see the bigger picture and always able to make decisions based on what is in the best interests of the pupils.
- Be an outstanding communicator both orally and on paper.
- Have excellent presentational skills, to be able to speak confidently in public at concerts and the like and have the PR skills to promote the school effectively whenever the occasion demands it.
- Be able to work and remain calm under pressure, to have the stamina to work long hours and the resilience to deal with setbacks.

Shortlisted candidates will be assessed using:

The successful candidate will:	Essential	Desirable
Enhanced DBS check	✓	
UK right to work check	✓	
UK and EEA prohibited list checks	✓	
Satisfactory references	✓	
Medical declaration	✓	
Verification of qualifications	✓	
Maths & English GCSE or equivalent	✓	
First Aid at Work		✓

Shortlisted candidates will be assessed using:

- Completed application form and covering letter.
- Interview panel.
- Discussion groups with staff and pupils.
- A range of musical activities such as a recital, an ensemble masterclass, an observed instrumental lesson, and a presentation on a musical theme.

How to apply

To discuss the role informally or for further information about the post, please contact the Head by email: head@menuhinschool.co.uk

Click the link below to complete our application form:
<https://www.menuhinschool.co.uk/yms-application-form#entry:49121@1:url>

The closing date for applications is **Friday 10 January 2025** with dates for interviews to be confirmed nearer the time.

Applications should be sent to recruitment@menuhinschool.co.uk and head@menuhinschool.co.uk

The Yehudi Menuhin School is committed to safeguarding the welfare of children. The School is registered with the DBS and successful applicants will be required to complete successfully the Disclosure Procedure at Enhanced level. It is an offence for a person barred from working with children to apply for this post. The Yehudi Menuhin School is an Equal Opportunities employer and welcomes applications from all sectors of the community.

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