



Job Title: Teacher of Piano (1.5 to 3 days)

Responsible to:	Head of Music
Responsible for:	The students in your charge
Important relationships:	Students and parents Heads of Year Other members of the teaching and support staff

The Music department

Parkstone Grammar School has a lively, successful and friendly music department. There is one full-time, one part-time and 14 visiting staff covering all the major instruments. Approximately 275 instrumental lessons are taught each week and the school runs 12 ensembles in addition to the class teaching. There is a busy programme of concerts throughout the year as well as a bi-annual tour abroad. The department is housed in the music block which consists of two teaching rooms, seven practice rooms, a store cupboard and an office.

Individual music lessons

Lessons are offered for 20, 30 and 40 minutes in length. 40-minute lessons are reserved for students in the sixth form. Lessons are timetabled on a rotation basis except sixth form whose lessons are scheduled during a study period. We are lucky to have a large number of exceptionally talented students, many of whom perform in other ensembles locally and a few who have performed as part of the national ensembles programme. Many achieve Grade 8 standard by the time they leave.

Information about lessons

There are currently two teachers of piano. This position will be to take over the teaching of one of our teachers and arises on the retirement of the current teacher. He currently teaches 44 students across three days. The number of teaching hours is variable and will depend on the number of students. Our pianists currently cover a range of abilities and styles.

The Applicant

Successful applicants will be able to demonstrate that they are effective and knowledgeable teachers of piano. A degree of flexibility in the job could be offered for those who wish to fit in teaching around a concert schedule, for example. The ability to deliver appropriate lessons to pupils of all abilities and interests is essential, as is enthusiasm and passion for the instrument.

Main purpose of the job

- To deliver high-quality lessons to their individual pupils
- To teach a range of different techniques and styles depending on the interests of the student
- To potentially help with coaching of the ensembles within school

Employment Duties

This job description is to be performed in accordance with the provisions of the School Support Staff Pay and Conditions Document and within the range of duties set out in that document.

Main responsibilities of the job

- 1. Teaching and assessment**
 - 1.1 Deliver high-quality lessons to their individual pupils and ensure that all have a well-planned programme of study that sets transparent short, medium and long-term goals.
 - 1.2 Prepare any of their pupils taking GCSE, or A level music for their examination performances (including their parts within GCSE ensembles) as requested by the department's academic teaching staff.
 - 1.3 Prepare their pupils for graded music exams



- 1.4 Include the teaching of aural and sight reading tests in lessons on a regular basis
- 1.5 Complete online, as required according to the school's schedule, assessments including comment for all of their pupils. This will normally be once per year for each pupil.
- 1.6 Be observed teaching at least once each year by the Director of Music or his Assistant.
- 1.7 Keep accurate records of each pupil's progress and to plan for their short, medium and long-term progression appropriately.
- 1.8 Advise the Director of Music when more advanced pupils would benefit from longer lesson times.
- 2. **Lesson Timetabling and registers**
- 2.1 Teach individual music lessons on their specialist instrument(s) (or voice) as identified in the letter of appointment. Individual music lessons should last 20, 30 or 40 minutes each.
- 2.2 Provide the department administrator with your teaching availability by the end of each half term for the following half term.
- 2.3 Maintain an accurate register of attendance of their pupils using the department's electronic register system.
- 2.4 Follow the procedures when a pupil is absent from a lesson.
- 2.5 Maintain an accurate record of reasons given for pupil absence using comments on the electronic register.