



HAMPSTEAD SCHOOL
Learning together Achieving together



SUBJECT LEADER OF MUSIC APPLICATION PACK

1. Advert for post Subject Leader of Music
2. Job Profile & Person Specification for Subject Leader of Music
3. Application Form download from website
<http://www.hampsteadschool.org.uk/page/?title=Job+Vacancies&pid=18>

Subject Leader of Music

TLR 2c (£6829)

Inner London pay range
Required for September 2020

A fantastic opportunity for a dynamic colleague to join our vibrant and successful school.

What we offer:

- The school has invested heavily in music, with the recent opening of a suite of brand new purpose-built classrooms and practice rooms.
- As a people-centred organisation, we offer an outstanding employee support package
- Hampstead School has an amazing record of professional development leading to rapid career progression at all levels.

We need you to be:

- Experienced with a vision to develop the music element of our very successful Performing Arts Faculty.
- Committed to inspiring and motivating our students through the highest expectations
- A team player with excellent subject knowledge and ability to teach through to A Level
- A leader with strong communication skills wanting the best for each student
- A cracking teacher with proven outcomes, enthusiastic and optimistic in your approach

"Staff really like working at the school. They feel valued and very well supported. Leaders have ensured that they have very good opportunities for training and development. Many staff have moved on to promoted posts internally and elsewhere. This is an exciting, dynamic place to work, and its vitality greatly benefits the pupils". (Ofsted).

"Students' pride in their school is evident; we think this is what all urban comprehensive schools should look like" (Good Schools Guide 2018)

"An exceptional climate for learning" (Challenge Partners)

Details and application form can be downloaded from our website.

Closing Date: Thursday 27 February 2020 (9am)

Interview Date: Monday 2 March 2020

The school is committed to safeguarding and promoting the welfare of children. The successful applicant will be required to undertake an enhanced DBS check. Checks will be made with previous employers.

11 – 19 Mixed Comprehensive N.O.R: 1325

Westbere Road, London, NW2 3RT - Head: Jacques Szemalikowski

Tel: 020 7794 8133

Email: vacancies@hampsteadschool.org.uk

Website: www.hampsteadschool.org.uk



JOB PROFILE

Hampstead School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Post Title:	SUBJECT LEADER MUSIC
Purpose:	<ul style="list-style-type: none">• To optimise standards of student attainment and achievement within the subject area and to monitor and support student progress• To be accountable for the quality assurance of student progress and development within the subject area• To develop, enhance and monitor the teaching practice of others• To ensure the provision of an appropriately broad, balanced, relevant and personalised curriculum for students in the subject in accordance with school aims and Governing Body policies• To be accountable for leading, managing and developing the curriculum area including staff, financial and physical resources• To lead in actively engendering a high level of professionalism, shared sense of purpose and positive emotional climate in the school• To create a vision, sense of purpose and pride in the area
Direct Reporting :	Senior Leadership Team assigned Line Manager
Responsible for:	All Department/subject personnel

CORE DUTIES:

Operational & Strategic Planning	<ul style="list-style-type: none">• To lead the development of appropriate specifications, resources, schemes of work, assessment and marking policies, and teaching for learning strategies• The day-to-day management, control and operation of subject service delivery, including human and physical resources• To systematically track, monitor and follow up student progress• To implement and monitor School Policies and Procedures• In liaison with colleagues to formulate aims, objectives and strategic plans which meet student need and have coherence and congruence with and contribute to the School Improvement Plan• To liaise with colleagues to ensure that service delivery holistically reflects the School's distinctive ethos and mission• To ensure that Health and Safety policies and practices are carried out in-line with specified requirements
Curriculum Provision, Development & Service Delivery	<ul style="list-style-type: none">• To be accountable for the development and delivery of an appropriate, comprehensive, high quality and cost-effective curriculum• To lead curriculum development in the area, keeping up to date with national developments and teaching practice and methodology• To maintain accreditation with relevant external organisations
Human Resources	<ul style="list-style-type: none">• To ensure the efficient and effective deployment of all Subject/Department staff• To implement Performance Management, ensuring that resultant staff development needs are met• To make appropriate arrangements for staff absence including appropriate cover work• To interview candidates and to ensure effective induction

	<ul style="list-style-type: none"> To inspire Department members by personal example, promoting teamwork and intrinsic motivation To participate in the school's ITT programme
Quality Assurance:	<ul style="list-style-type: none"> To ensure the effective operation of quality assurance systems including school quality of service procedures and lesson monitoring To implement target setting and target achievement procedures To establish standard operating procedures including teaching for learning styles To monitor and evaluate the area in line with School procedures for evaluation against quality standards and performance criteria
Management Information:	<ul style="list-style-type: none"> To maintain accurate and up-to-date departmental information To make use of analysis and evaluate performance data provided To identify interventionist action on issues arising from data, systems and reports reviewing progress on the action taken To produce reports within the quality assurance cycle for the department To actively engage with information on examination performance To provide the Governing Body with relevant information relating to the Department's performance and development
Communications & Service Orientation:	<ul style="list-style-type: none"> To ensure vision ownership and engagement from all subject staff To ensure effective communication/consultation with parents To communicate and co-operate with persons or bodies outside the school and to actively promote the school's ethos when doing so To represent the area's views and interests
Marketing and Liaison:	<ul style="list-style-type: none"> To contribute to the School liaison and marketing activities To lead the development of effective subject links with partner schools, external agencies the community, primary and partners To actively promote the school and its corporate well being
Management of Resources:	<ul style="list-style-type: none"> To manage the available resources of space, staff, money and equipment efficiently in line with the principles of "Best Value" To make recommendations for effective and efficient timetabling and rooming
Pastoral Care & Welfare System:	<ul style="list-style-type: none"> To monitor and support the overall wellbeing progress and development of students within the subject area To monitor student attendance, progress and performance in relation to targets ensuring that interventionist strategies are implemented To contribute to aspects of PSHE, CEG, WRL as appropriate To ensure the Behaviour for Learning system is implemented so that effective learning can take place To liaise with pastoral staff in the implementation of the school's pastoral system and the 5 outcomes of Every Child Matters
Additional Duties:	To play a full part in the life of the school community in implementing its vision, mission and ethos and support staff and students to do likewise
OTHER CORE DUTIES::	
<ul style="list-style-type: none"> To continue personal development as agreed To be generally responsible for safeguarding and promoting the welfare of students To undertake any other duty as specified by STPCB not mentioned in the above Subject department Learning Leaders will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. To take the lead in courtesy to colleagues and in modelling the school ethos to visitors and callers <p>The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition</p> <p>This job profile is current at the date shown, but, in consultation with you, may be changed to reflect or anticipate changes in the job commensurate with the grade and job title.</p>	



**Subject Leader
Person Specification**

	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• Relevant degree/ QTS or equivalent• Excellent record of punctuality and attendance• On appointment, enhanced DBS check associated with ability to promote safeguarding of children	<ul style="list-style-type: none">• Recent CPD in relation to Music• Further professional qualification
Experience	<ul style="list-style-type: none">• Successful advisory or leadership experience• Exemplary and up to date knowledge of music teaching at key stage 3-5.• Successful experience of leading and building a team	<ul style="list-style-type: none">• Knowledge of GCSE and BTEC specifications.• Experience and skills in developing the teaching of composition elements in the above courses.• Demonstration of a range of successful musical learning strategies• Impact on the practice of others
Ability / Skills	<ul style="list-style-type: none">• Ability to demonstrate knowledge of contemporary music teaching issues• Strong interpersonal skills• A flair for creative solutions to problems• Strategies for implementing policy into practice linked to Quality Assurance	<ul style="list-style-type: none">• Willingness to acquire skills as appropriate• Knowledge of national educational policy, priorities and initiatives• A reflective practitioner
Equal Opportunities	<ul style="list-style-type: none">• Awareness of equal opportunities issues and how these could be explicitly addressed within the curriculum• Strategies for addressing issues related to pace, challenge and inclusion	<ul style="list-style-type: none">• Knowledge of the contemporary agenda within equal opportunities
Disposition	<ul style="list-style-type: none">• A sense of perspective and manifest enthusiasm and drive• Ability to work hard and prioritise within competing deadlines• A commitment to comprehensive education, inclusion, teamwork and a collegiate approach• High degree of emotional intelligence• A willingness to run extra-curricular clubs, projects and concerts and support the faculty with its varied extra-curricular provision.	<ul style="list-style-type: none">• Resourcefulness, flexibility and adaptability• Desire and potential to progress to further promotion