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| **VISION** |

Building on our unique local heritage, we will provide a world class British education inspiring all our students to exceed expectations.

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| **SAFEGUARDING STATEMENT** |

The welfare and safety of children who attend the British School Al Khubairat is our paramount concern. We will promote the health, well – being and safety of the pupils in all we do. Our children have the right to protection, regardless of age, gender, ability, race or social background. They have a right to be safe in our school.  BSAK expects all its employees and volunteers to share this commitment. The school recognises and understands its responsibilities to work together in partnership with other agencies both here in the UAE and the UK to help children to grow up in a healthy and safe environment. Appointments are subject to satisfactory checks including the enhanced DBS check, Prohibition check and references.

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| **INTRODUCTION** |

BSAK is committed to safeguarding and promoting the welfare of children, and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including DBS checks.

BSAK is an independent British curriculum school for children aged from 3 to 18 years. The school is a member of IAPS, HMC and COBIS.

We recognise that each and every child is unique and we are committed to ensuring that every child develops to their full potential, creating independent, creative, curious, and confident young people, equipped with the values and skills needed for a successful and rewarding life.

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| **JOB DESCRIPTION** |

**Title: Head of Singing**

**Report to: Director of Music**

**Collaborates with: Other Heads of Sections and Instrumental Teachers**

**Direct Reports: Singing Teachers**

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| **OBJECTIVE OF ROLE** |

* Contribute to and deliver the highest standards of teaching and learning to ensure excellent progress and achievement
* Provide exceptional pastoral provision for the pupils within your care
* Contribute to the co-curricular and wider ‘community’ aspects of the school
* Actively promote the ethos of the school and uphold its values

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| **KEY RESPONSIBILITIES** |

* Promote excellence in teaching and learning to ensure all children develop to their full potential and are equipped for life beyond school
* Exemplify best practice, and share good practice throughout the department
* Keep up to date with current educational initiatives with your own subject and beyond, ensuring that excellent practice and high standards of teaching and learning are maintained
* Identify own training needs and attend relevant INSET in consultation with the Director of Music and disseminate as required
* Plan effectively, ensuring lessons provide pace, motivation and challenge
* Set tasks which are imaginative, interesting and demanding
* Demonstrate good ICT skills
* Follow whole school and departmental policies relating to recording and reporting of children’s attainment
* Effectively manage and appraise direct reports to ensure a high performing team
* Attend weekly departmental meetings as required
* Be responsible for the pastoral provision and support for the pupils in your care
* Be proactive in communicating with parents regarding both pastoral and musical issues
* Carry out morning break and lunchtime duties as required
* Attend year group and house assemblies as required
* Provide lunchtime and co-curricular activities as required
* Join in with and be supportive of school events and activities generally
* Be prepared to take part in school trips and visits as required
* Develop and maintain good relationships with parents and the local community
* Attend parents’ evenings as required
* Undertake any other duties that may reasonably be requested by the Headmaster

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| **KEY REQUIREMENTS** |

* Experienced, high-calibre Singing tutor to deliver individual and small group teaching
* Ability to teach Singing up to Grade 8/Diploma Level (familiarity with ABRSM & Trinity Classical syllabuses), preparing students for examinations as and when appropriate
* The ability to teach across a range of styles encompassing Classical, Musical Theatre and Rock/Pop music
* To deliver vocal training workshops to classroom teachers as required to support their role in promoting singing at BSAK
* To assist with the delivery of Aural and Theory Classes
* The ability to accompany soloists/choirs in concerts, competitions and for exams as required
* To direct and assist with choral groups across the Primary and Secondary Schools and to co-direct the Al Khubairat Singers, a community choir
* The ability to encourage and promote pupil involvement in choirs and proactively recruit new students into such ensembles as appropriate for their age/ability
* To be involved as a performer as well as a teacher
* To review the provision of ensemble opportunities for singers and create a broad programme which caters to the students’ interests and abilities
* To ensure that all singing lessons taught at BSAK are enjoyable, that learning is effective, well planned and that pupils make good progress
* To ensure that there is a strong uptake of singers each year, particularly in the Primary School
* To assist with school musical productions as required
* Recent Safeguarding training
* Proven successful experience of teaching across the age and ability range and of raising student achievement
* Experience of monitoring the progress of individuals and cohorts of students.
* To recognise students’ learning needs and to communicate these effectively to other professionals
* To work effectively in a team, taking the lead when required
* To manage time effectively
* Excellent communication skills at all levels orally and in writing
* Excellent ICT skills including some familiarity with school management information systems
* Good administrative and record-keeping skills
* Proven competence in working - independently; under pressure
* An excellent punctuality and attendance record
* Commitment to principles and policies of BSAK and understanding of how they apply to teaching and learning
* Commitment to the community ethos of the school
* Proven commitment to own continuing professional development