



**MAGDALEN COLLEGE SCHOOL**  
INDEPENDENT DAY SCHOOL FOR BOYS 7 - 18 AND SIXTH FORM GIRLS



## Head of Instrumental Music

Closing date: Midday, Monday 26<sup>th</sup> November 2018

Interviews: Thursday 29<sup>th</sup> November 2018

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## Introduction from the Master, Helen Pike

Magdalen College School is a remarkable place. We are now well into our sixth century, and our former pupils include scholars, war heroes, musicians, Olympians, two Nobel Prize laureates, a Hollywood film director, and a saint. Our success in public examinations, in securing places at top universities, and in an astonishing array of extra-curricular pursuits ensures that we continue this proud tradition. We do so by nurturing the individual potential of each of our pupils, and above all we believe that learning is as fun as it is fulfilling.



Magdalen College School was founded in 1480 by William of Waynflete: schoolmaster, bishop of Winchester and Lord Chancellor of England. Being of humble origins, Waynflete was determined that others of ability should be given the opportunity to learn, to serve and to prosper as he did. And so MCS offers a transformative education in our global university city, the community to which we contribute.

We attract and retain the best staff and MCS is a stimulating, welcoming and thriving environment in which both to learn and to work.

A lot happens at MCS. The various sections of our website ([www.mcsoxford.org](http://www.mcsoxford.org)) including the recent [News](#) will give you an impression of our school.

Thank you for your interest.

*H. L. Pike*



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## **Head of Instrumental Music**

### **General Information**

#### **The School**

Magdalen College School, founded in 1480 by William of Waynflete, is one of the country's leading independent day schools. It is situated in an enviable location at the heart of Oxford beside the River Cherwell.



#### **The Role**

Magdalen College School is seeking to appoint a bright, capable musician to join its Music department and lead the instrumental music from September 2019. This is a new position for the department and is the result of the expansion of musical activities in the past ten years. The school is seeking to appoint an experienced and motivated teacher who will lead the instrumental music in the school. The Head of Instrumental Music will be responsible to the Master through the Director of Music for the proper discharge of his or her duties. Further details are included below.

## Application Process

Candidates should submit the Application Form for Teaching Staff which can be found on the Job Vacancy link of the website ([www.mcsoxford.org](http://www.mcsoxford.org)). To access [click here](#). This should be emailed, together with a cv and covering letter of application, to the Recruitment Officer, Mrs Sarah Hunter ([applications@mcsoxford.org](mailto:applications@mcsoxford.org)). All documentation should be sent by midday on Monday 26<sup>th</sup> November 2018. Interviews will be held on Thursday 29<sup>th</sup> November 2018 and shortlisted candidates will be contacted by telephone. The school's preferred method of communication is by email and it will not be necessary to send a hard copy of the documents by post. **References may be taken up in advance, although this does not necessarily mean that a candidate will be called for interview. If you do not wish references to be called for at this stage, please make that clear on the reference section of the application form.**

## The Department



The Music Department is a thriving department with a wealth of talented musicians and an exciting musical programme. The Director of Music leads a team consisting of an Assistant Director of Music, a Head of Junior School Music, a part-time Music Teacher, a part-time accompanist, a full time Administrator, two Waynflete Interns and 38 visiting instrumental teachers.

In academic music lessons, we follow the Edexcel music course for GCSE and A level, and the department achieves outstanding results in public examinations. In 2018, pupils achieved 100% A\*-A at A level, and at GCSE 63% gained grade 9 and 88% gained grade 9-7. Music is taught for two periods per week in years 7 and 8 and is an optional subject (with three periods per week) in year 9. Most pupils learn an instrument during their time at MCS - some at school and some privately. There are over 450 instrumental lessons each week and many pupils reach Grade 8 or Diploma level by the time they leave the school. Every year a number of pupils go on to university to read Music (currently 6 in the U6th) and a number of pupils gain organ and choral scholarships to Oxbridge colleges each year.



There are over 35 ensembles, which run each week and approximately 70 concerts given each year, ranging from informal Teatime Concerts to high-profile choral and orchestral concerts in The Sheldonian Theatre and other venues in the city of Oxford. Ensembles include:

- 4 Orchestras (1 Junior School Orchestra and 1 String Orchestra)
- 6 Choirs (including Close Harmony groups)
- Wind / Brass / Percussion / Guitar Ensembles
- 2 Jazz Bands
- Numerous chamber groups

The Symphony Orchestra currently has 85 players and recent repertoire includes Tchaikovsky's *Symphony No.5* and Dvořák's *Symphony no. 9*. The department regularly takes pupils on tour to Europe, the most recent being to Tuscany in 2017.

The department is housed in the Quinn building, but has practice rooms across the school site. We currently run Sibelius 8 software on the network, which can be accessed from computers across the school site.



### **The Candidate**

We are looking for a dynamic teacher and instrumentalist who can oversee the instrumental tuition and provision throughout the school. The candidate would be required to teach class music lessons as well as instrumental lessons to pupils throughout the school. In a lively day school, a willingness to contribute to other areas of school life, whether in the pastoral system, in games, music, drama, CCF or other activities, is always advantageous.

The role will also include the following:

- Line-managing the visiting instrumental teachers including reporting, appraisal, recruitment and pupil allocation
- Overseeing ABRSM, Trinity and Rockschoo examination entry and sessions
- Supporting the Director of Music in managing the network of opportunities for every pupil instrumentalist in ensembles
- Overseeing the Music Scholars and the Chamber Concert Series
- Arranging music as necessary
- Organising the hiring and purchasing of instruments
- Organising masterclasses and workshops
- Recruitment of instrumentalists both within school and in feeder schools
- Contributing to the life of the department and the wider school



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Candidates short-listed for interview will be asked to teach an observed lesson when they come to the school. They will also be required to bring with them the necessary ID documentation and degree certificate(s), all of which must be originals. Further information on the observed lesson and documentation required will be provided with the invitation to interview.

### **Benefits**

MCS currently has its own salary scale, and salaries are substantially more generous than those in the maintained sector; there is also a relocation allowance on a sliding scale, by agreement with the Master and Bursar, and dependent on current location. The school also operates a cycle to work scheme, and travel loans are available. The school offers private medical cover and subscribes to the Teachers' Pension Scheme, in which all teaching staff are auto enrolled – there is, of course, an opt out, should this be preferred. School fee remission for full time staff sons (from Junior School through to Sixth Form) and staff daughters (Sixth Form) who pass entrance tests for the school is currently 50%; this operates on a pro-rata basis for part time staff. In addition, Headington School currently allows full time staff daughters who pass entrance tests for the school a 20% remission. (Headington fee remission also operates on a pro-rata basis for part time staff, and is only available to staff with a Full Time Equivalent of 50% or over).

The school has a fully equipped gym which is available for staff use, and staff may also enjoy access to the University of Oxford's Rosenblatt Swimming Pool. Tennis courts are available, and there is a comprehensive programme of staff sports clubs, including football, climbing, yoga, Pilates, and badminton. Staff also have the opportunity to join choirs and music groups, and to get involved in drama productions.

Staff are encouraged to make use of the Senior Common Room within and after the school day, as an area for relaxation and shared discussion outside departments. There is also a quiet room located close to the SCR where staff can work and study. Tea and Coffee are served in the SCR at morning break, and cakes and cut fruit are available in the SCR at the end of the school day. Staff socials, guest nights and Master's Drinks are regular features of each term.



### **Professional Development**

The school places a significant emphasis on the professional development of all staff. A half termly CPD & Teaching Newsletter is distributed by email, which aims to highlight educational research and practical ideas, to share ideas from courses and conferences attended, to offer guidance on opportunities for CPD, and to highlight the work of colleagues in the area of teaching and learning. All colleagues are encouraged to attend at least one external CPD course each year, and also to visit another school, place of work or university, where appropriate.

The Teaching & Learning group meets before school twice per half term. Its purpose is to consider developments in educational research, to facilitate discussion of teaching and learning, to offer a forum for the sharing of good teaching practice, and to support colleagues in experimenting with new teaching techniques. There is also a programme of Learning Lunches each term for colleagues to share good practice. Colleagues who have been teaching for more than seven years (including a minimum of three years' service at MCS) may make an application for study leave for the second half of the Trinity term.

### **Waynflete Teaching Certificate**

The School aims to offer teaching staff joining the school without a teaching qualification (UQTs) the opportunity to develop their teaching craft and reflect on their professional practice through a structured programme of training and support. For such colleagues, the school offers the Waynflete Teaching Certificate, which may ultimately lead to Qualified Teacher Status through the Assessment Only route offered by the University of Reading.

### **Safeguarding Policy**

Magdalen College School is committed to the safeguarding of pupils, and any offer of employment will be subject to an enhanced DBS disclosure, the receipt of satisfactory references, the school's pre-employment medical questionnaire and sight of relevant original ID documentation and degree certificate(s).

### **Additional Information**

Please note that MCS is an inner-city school, with limited parking. Candidates who have been offered a post will be invited to make representations in the term preceding their arrival to the Usher (Senior Deputy Head) for a parking space. If you have any questions or require additional information, please contact the Recruitment Officer: 01865 253401.