

Job description for Head of Music

Salary : TLR 2.1

**Main responsibilities**

These are to be taken as additional to the responsibilities and expectations of main scale teachers within the school, which the post holder is expected to uphold. They may also be asked to undertake other duties and tasks as designated by the head teacher where appropriate and required.

1. Strategic

* To have a shared knowledge and understanding of the school’s development priorities and contribute towards the achievement of these.
* To interpret school, local and national data about attainment and progress to ensure that all pupils are fulfilling their potential.

1. Teaching and Learning

* To model outstanding classroom practice.
* To work alongside other teachers to develop their professional repertoire of pedagogical skills.
* To lead the development of medium term plans in line with all statutory requirements and in support of the school development plan.
* To address gaps in the attainment of underachieving pupils so that all make good or better progress.

1. Management

* To lead department meetings, ensuring that the agenda is dominated by teaching and learning issues.
* To complete subject self-evaluation reports as required.
* To develop and promote extra-curricular opportunities for pupils in order to enhance their learning experiences.
* To be responsible for the organisation and deployment of the Visiting Music teachers, either by completing the work oneself or working alongside administrative staff.
* To promote teamwork.
* To ensure that the department is appropriately resourced and that capitation and other sources of funding are used to promote the efficient day to day running of the department, the raising of pupil attainment and pupils’ involvement in additional musical activities.
* To prepare and develop programmes of study, schemes of work, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements, including trips, special assemblies, performances and special events.