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# HAMPTON SCHOOL

## JOB DESCRIPTION

**Director of Music**  
**To start January 2019**

**The closing date for applications is 9.00am on 9 March 2018**

**Job Title:** Director of Music  
**Reporting Line:** Deputy Head  
**Location:** Hampton School

## ABOUT HAMPTON SCHOOL

Hampton is one of the country's leading, most successful and best-resourced independent schools and has been helping boys to fulfil their potential and realise their aspirations for nearly 460 years. We are a lively, friendly and caring School community, where innovative teaching is underpinned by strong shared values and complemented by outstanding pastoral care. We aspire to enable our boys not only to make sense of the world but also to want to go out and improve it.

The School's examination results and university entrance record consistently rank among the best achieved anywhere, while our extensive range of co-curricular activities provides each boy with the opportunity to shine and the means to explore new interests. Nearly all Hampton leavers go on to undergraduate courses at Russell Group or equivalent universities. 20-30 boys are offered places at Oxford and Cambridge each year; an increasing number go on to study at US Ivy League universities, often on academic and sporting scholarships. Our alumni network is extremely strong and former pupils remain very interested in their School, in no small part due to the exceptionally warm and mutually respectful relationships enjoyed between Hampton staff and their pupils.

Situated on a green field site in a leafy suburb of South West London, we are fortunate to have over 27 acres of playing fields within our spacious grounds and a generous investment programme ensures that pupils and staff benefit from first-class facilities across all areas of School life. These include a state-of-the-art 3G sports ground, a large Sports Hall and The Hammond Theatre, along with an excellent library and specialist facilities for Art, Music, Science, Technology, IT and Languages. In terms of future projects, we are looking forward next to the opening of our new Sixth Form Study and Careers Centre in Autumn Term 2018. The Millennium Boat House, shared with our neighbouring girls' school, Lady Eleanor Holles, enjoys a prime location on the nearby River Thames and provides the focal point for our renowned and highly successful Boat Club.

Visitors from the Independent Schools Inspectorate (ISI) concluded in March 2016 that Hampton's academic and all-round excellence merited the rarely awarded ISI assessment of pupils' achievements and learning being 'Exceptional'. The inspection team's findings in all other areas were similarly pleasing and the highest possible judgements were achieved across the board. A copy of the full ISI report can be found on the School website.

We hope you share our vision for an inspiring, modern and exciting education. Further information for applicants can be found at <https://hamptonschool.org.uk/teachingathampton>

## **THE DEPARTMENT**

Music is one of Hampton's particular strengths. A large proportion of pupils learn at least one musical instrument, and there is a wide variety of ensembles, choirs and orchestras for pupils to join. Academic music is strong, with many of the School's musicians choosing to study music at IGCSE and a good number taking AS Level and Pre-U. The School has an impressive record for both Organ and Choral Scholars at Oxbridge; there are currently two Organ Scholars, and a number of Choral Scholars. There are four teaching staff members of the Department (three full-time, one part-time) and a full-time Performing Arts Administrator. Our 24 visiting music teachers, many of whom are distinguished performers themselves, provide instrumental lessons and oversee some ensembles.

### **Academic music**

Music is a compulsory subject in the First and Second Year, with each class allocated two 40-minute lessons per week. Classes are divided between two teaching spaces. The Music Hall is equipped with iMacs with Garageband and Sibelius software, and a large range of classroom percussion. Other lessons are taught in a fully equipped keyboard laboratory. In the Third Year, music is an optional subject and there are three periods per week. In the First and Second Years, music is taught as a practical subject: all boys are introduced to keyboard skills, which they can then take on into music technology-based assignments. Teaching is based around half termly projects, introducing a wide range of musical topics, and includes some whole-class singing in the first two years.

### **GCSE music**

A healthy number of boys opt for IGCSE Music (CIE specification) in the Fourth-Fifth Years. Most GCSE pupils are highly competent performers and have been introduced to composition in the Third Year. The Department has a record of excellent results and boys often achieve 100% A\*-A grades.

### **Sixth Form music**

At Sixth Form level the Department follows the Pre-U specification. AS Music (AQA) is also available and includes a popular music strand with elements of music technology. A number of boys in recent years have gone on to study music at Conservatoires and at leading universities.

### **Co-curricular music**

There is a wide range of musical activities available to all pupils across every genre. The school has four orchestras, six choirs (including an adult Choral Society), two jazz bands, and a brass band. Smaller ensembles are available in rock music, jazz, choral music, and there is an extensive chamber music programme. There are regular musical productions with our neighbouring girls' school, Lady Eleanor Holles. The Music and Drama departments at the two schools work closely together on plays and musicals, and a recent addition to our programme has been a Junior Musical for our First to Third Year boys.

### **Facilities**

Music is taught in the Garrick Building, which houses four classrooms (three equipped for music ICT) and a keyboard laboratory. The Hammond Theatre, a centre of excellence for the Performing Arts, is a magnificent performance space for music and drama. It can be converted into a concert hall with a built-in acoustic shell, and is equipped with a Steinway Model D concert grand piano. It can also be configured to provide an orchestra pit. There are five practice rooms for instrumental teaching in The Hammond Theatre, and another seven in the Garrick Building. The Department has extensive libraries of choral and orchestral music, CDs, DVDs and miniature scores. All teaching rooms have

projectors and each member of staff is provided with a laptop computer. Each member of the Music Department is also provided with an iPod or iPad containing recordings as teaching resources. Three teaching rooms have interactive whiteboards.

The School has a burgeoning reputation for the Performing Arts, and the Music Department actively promotes performance to the highest possible standards. Pupils have many opportunities to perform, and increasingly are in demand in the local community as performers.

## **Role Summary**

### **MAIN RESPONSIBILITIES**

#### Strategic Direction and Development

- To provide strategic oversight of Music for the whole School, including the scheduling and organisation of a cohesive programme of formal and informal concerts, and the provision of ensembles for key events in the School calendar such as Founders' Day, Prizegivings and the Carol Service
- To have ambition and vision for the performance of the Music Department, establishing Departmental Development Plans for the subject and monitoring the progress made in achieving them
- To communicate and co-operate with other departments and to share good practice
- To keep abreast of academic developments in Music, including changes to the National Curriculum and public examination specifications
- To establish and promote departmental policies in line with whole-School policies on such areas as differentiation, independent learning, provision for the most able, assessment and homework
- To complete the Departmental Review of external exam results annually, including reference to pupil progress using baseline data (e.g. MidYIS)
- To keep the Departmental Handbook under regular review and to ensure that an up-to-date copy is available for all staff in the department at the start of each academic year
- To ensure that Health and Safety policies are up-to-date and implemented

#### Teaching and Learning

- To establish high standards for teaching and learning within the department and to carry out regular lesson observations
- To assist in the evaluation of all members of the department via the School's Professional Development Review programme
- To keep schemes of work under regular review and to ensure that appropriate schemes of work are available for all staff in the department at the start of each academic year
- To encourage innovative and imaginative curriculum work and the sharing of teaching resources
- To analyse examination results and to review teaching and learning in the light of these outcomes
- To coordinate the setting, assessment and grading of internal examination papers.

#### Leading and Managing

- To promote a positive atmosphere in the department, which enables all staff to develop and maintain an enthusiastic and confident approach to the teaching of Music at the highest possible level
- To support the development and induction of PGCE students, NQT candidates and new

teachers, liaising with the Induction Coordinator

- To advise the Deputy Heads over departmental training needs
- To support colleagues, wherever and however appropriate (e.g. in the development of classroom management strategies)
- To keep clear, organised records of all pupils, including internal assessments, examinations and external examination results
- To hold regular departmental meetings and to produce minutes of these promptly

#### Efficient and Effective Deployment of Resources

- To produce timetable requirements in consultation with the Deputy Heads
- To advise The Headmaster on the appointment of Music Department staff
- To prepare the annual budget and run the department within its means
- To ensure that rooms, furniture, instruments, equipment, wall displays, etc. are maintained to a high standard in order to create an effective and stimulating environment
- To oversee the issue and return of instruments and/or learning resources to pupils.

*NB. The above is not intended to be an exhaustive list and the responsibilities of the post may change and develop in consultation between the post-holder and the Senior Leadership team. This document is designed to provide applicants with a 'flavour' of the position and responsibilities.*

#### **SKILLS, QUALIFICATIONS AND EXPERIENCE**

The successful candidate will be expected to demonstrate evidence of the following skills, qualifications and experience:

##### **Essential Criteria:**

- A strong academic record and a good honours degree in Music
- An enthusiastic commitment to all aspects of the Music Department programmes of academic and co-curricular activities, including trips and visits
- Good keyboard and/or instrumental skills and the ability, as a performer, to lead by example
- The ability to exemplify the characteristics of outstanding teaching practice
- A passionate commitment to the development of learning and teaching across the curriculum; an up-to-date knowledge of new learning and teaching developments and strategies
- To be capable of expressing an independent view and of working loyally as part of a team
- A track record of initiative and innovation and the ability to exemplify the characteristics of outstanding teaching practice
- An enthusiasm for Music and the ability to convey this to pupils
- Have an understanding of the nature of independent education and of the challenge of educating and inspiring bright boys
- Have the ability to work with calmness and efficiency when under significant pressure
- Have the ability to get on well with a large population of gifted and independent-minded pupils, with the right balance of sensitivity, humour, decisiveness, flexibility and discipline
- Have outstanding communication skills, and relate very well and sensitively to pupils, staff and parents
- Have a professional approach, which inspires confidence in teachers, pupils and parents
- Calmness and efficiency, with the ability to work under pressure at times
- Commitment to continuing professional development through attendance at INSET
- Have a strong commitment to the professional development of staff and staff welfare

- To be aware of the nature of the School and prepared to commit to its all-round ethos, co-curricular activities and pastoral approach
- To be willing to work hard with energy and enthusiasm, avoiding the '9 to 4' approach, and with a generosity of spirit which accepts that there will be a significant amount of out-of-normal-hours work
- Commitment to the all-round ethos of the School, including its co-curricular activities and pastoral approach
- Qualified Teacher Status (QTS)
- Outstanding administrative skills, with a high degree of computer literacy and an eye for detail
- The ability to develop and maintain effective relationships with all members of the school community and outside agencies
- To be fully aware of Health & Safety issues and requirements.

### **Desirable Criteria**

- A higher degree or experience of educational or subject-specific research
- Experience of leadership and management of people and resources
- The ability to develop and maintain effective relationships with all members of the school community and outside agencies
- Evidence of successful project management, incorporating planning, successful implementation and effective evaluation of strategies
- Experience of external examining
- Experience of preparing pupils for Oxbridge entrance
- Knowledge of the requirements and operation of ISI in terms of teaching, learning and assessment.

Remuneration will be commensurate with the seniority of the role and the experience and qualifications of the successful candidate.

The Hampton School Trust Governors also currently offer the following non-contractual benefits to teaching staff, subject to any terms and conditions and the School's eligibility requirements: private medical insurance (PHC); death-in-service benefit insurance policy; a Medicash healthcare cash plan; the Teachers' Pension Scheme, personal accident insurance, School fee remission, cycle to work scheme, lunch, sports facilities and counselling.

*Please note that the above list is not exhaustive and that non-contractual benefits are provided at the discretion of the Governors.*

### **SAFEGUARDING**

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the School's Safeguarding Policy and Procedures at all times. If in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School s/he must report any concerns to the School's Safeguarding Designated Persons or to the Headmaster.

*Hampton School Trust is an Equal Opportunities Employer.*

**Please note all appointments are subject to the Hampton School Trust Recruitment, Selection and Disclosure Policy and Procedure.**

*Hampton School Music Department February 2018*