

Assistant Director of Music

Application Pack



WOODBIDGE
SCHOOL

Assistant Director of Music

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WOODBIDGE SCHOOL SUFFOLK HMC | IAPS

Assistant Director of Music

Required for September 2016



We are seeking to appoint an enthusiastic and dedicated Assistant Director of Music to support the Director of this successful music department. This is a superb opportunity to join our busy Music department and contribute to the rich musical life of the school. Woodbridge School is one of the top academic schools in Suffolk, located in a beautiful part of Suffolk, yet only one hour 20 minutes from London.

The successful candidate will:

- have the skills and expertise to motivate pupils and colleagues alike
- be an outstanding pianist and accompanist
- be able to teach Music in the classroom with an emphasis on Composition
- be able to demonstrate a love of music and have an ability to inspire pupils with their passion for music
- be a committed professional with high level organisational, managerial and interpersonal skills

For more information about our school and this superb opportunity please go to www.woodbridge.suffolk.sch.uk

Closing date for applications: 9am, 27 January 2016

Interviews: week commencing 1 February 2016

Attractive Remuneration Package

Woodbridge School is committed to safeguarding and promoting the welfare of children and young people and all applicants must be willing to undergo child protection screening appropriate to the position, including checks with past employers and the Disclosure and Barring Service (DBS).



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INTRODUCTION FROM THE HEADMASTER



I came to Woodbridge two year's ago for interview slightly unsure of what I would find. I knew the school a little by reputation but I am ashamed to say I had never even been to Suffolk! What I found was a revelation. The town of Woodbridge is a beautiful market town with real character, individual shops and superb restaurants. The county of Suffolk is a delight with the stunning, unspoilt coastline a particular highlight.

The music at Woodbridge is one of the great strengths of the School and we believe passionately in the value of a musical education. Woodbridge is one of the top academic schools in Suffolk with a very strong team of experienced and dedicated staff. The School is selective with all pupils being in the top half of the national ability range and the top third of pupils being in the top ten per cent. Value added is superb with most pupils going on to Russell Group universities and seven to Oxford or Cambridge this year. It is an exceptionally warm, nurturing school with a real

sense of purpose both academically and in terms of the extra-curricular provision.

The School is part of the Seckford Foundation which also runs The Seckford Almshouses, three free schools and sponsors initiatives such as apprenticeships, a mentoring scheme and a grants programme. Being part of such a broad ranging charity is an exciting aspect of the job and brings governors with a tremendous range of experience.

I am now looking to appoint a talented and inspiring Assistant Director of Music to join our successful Music Department from September. This is an exciting opportunity for the right candidate to work at a wonderful school with a superb music department.

Neil Tetley,
Headmaster



THE ROLE



We require a well-qualified and enthusiastic Assistant Director of Music to assist the Director of Music in leading and managing all aspects of a vibrant and successful department. You will be required to teach music in the classroom, with an emphasis on Composition, as well as being an outstanding pianist and accompanist. The ability to communicate a passion for learning is essential, along with an imaginative approach to teaching.

Principal duties/tasks and responsibilities

- To teach music to classes from Years 7 to 13 with a particular emphasis in Composition teaching at GCSE and A Level (Edexcel board)
- To be a pianist, able to teach individual students to Grade 8 and beyond
- To rehearse and accompany pupils for recitals, concerts and music examinations
- To direct the School's Concert Band
- To organise and take aural sessions both for Trinity and Associated Board and also at A Level
- To be responsible for encouraging extra-curricular music in the School, including choirs, orchestras, and Chamber Groups.
- To assist in the management and organisation of certain musical events such as concerts, recitals, musical festivals and services and preparing programs for these, as well as organising a Music Parents Evening.
- To control and be accountable for the budget for Music examinations
- To play for assemblies and services as requested
- To assist the Director of Music in bursary and scholarship auditions to the Senior School



- To engage with the local community through performances with the pupils be a proven, excellent practitioner
- Have the ability to inspire pupils with confidence to learn and fulfil their potential
- Possess high level organisational skills in order to effectively manage commitments and deadlines
- Regularly set and mark homework, with clear feedback to pupils as to how to improve
- Liaise with Learning Support and other academic colleagues regarding teaching strategies and medical/social needs of pupils as required
- Participate in the exchange of good practice and engage in informal lesson observation
- Assess and record pupils' progress in accordance with School policies
- Develop teaching and learning resources
- Contribute to the development of the department and the school
- Involve themselves in the life of the School and the wider, extra-curricular programme
- Be cognisant of the aims and objectives of the School
- Monitor and progress the work of pupils at all levels
- Participate at occasions such as Speech Day, Open Day and Parents' Evenings
- Market the School at every opportunity, and
- Undertake any other reasonable and relevant duties in accordance with the changing needs of the School



THE DEPARTMENT



The Senior School

Woodbridge School is well known throughout East Anglia for its high level of teaching and performance. Inspectors describe the music as exceptional and the School as a community in which the 'performing arts live up to their name'.

The School has three orchestras, four choirs, including an all pupil choral society of around 80 singers, three bands and many smaller ensembles. The Swing Band, Chamber Choir and Chamber Orchestra perform frequently throughout the year and undertake foreign tours. The School has a programme of over 60 concerts and recitals annually as well as a programme of visiting professional concerts. A musical is performed in alternate years in the Seckford Theatre and the School performs at Snape Maltings.

Many pupils are in County and National groups (National Youth Choir, National Youth Strings Academy etc.) and a disproportionate number move straight to music college or do so after an undergraduate degree. Around 350 individual music lessons are taken per week in the Senior School and around three quarters of pupils at the Abbey (Junior) School take individual music lessons.

The Abbey

In a school of 200 pupils, 150 of the pupils play an instrument. The School has a scheme in Year 3 where all pupils learn a string instrument (violin, viola, cello or mini-bass) as part of the curriculum, in small groups. This leads on to many of the children continuing with lessons into Years 4, 5 and 6. Woodwind and brass instruments are also offered in these later years. As a result The Abbey boasts two orchestras, a woodwind and brass ensemble and recorder ensembles.

THE PERSON



Qualifications/Experience

- Educated to degree level
- Appropriate specialist qualification in Music, or relevant experience
- Significant experience of teaching music composition at GCSE and A level – with knowledge of Edexcel Exam Board requirements
- PGCE or equivalent

Knowledge

- Excellent subject knowledge
- Knowledge of up-to-date teaching methods
- Knowledge of effective pastoral care and safeguarding and child protection issues

Skills/Abilities

- An inspiring, accomplished pianist and keyboard player (an ability to play the organ would also be desirable)
- Strong communication and interpersonal skills; a high degree of emotional intelligence
- Ability to inspire pupils of all abilities and enhance their learning
- Clarity of thought and excellent organisational skills
- Willingness to take action to confront issues and overcome problems

- Ability to create and maintain strong, supportive relationships with staff, parents/carers and pupils

Personal/Professional qualities

- Willingness to be fully involved in school life
- Inspirational; has a genuine passion for the subject with the ability to enthuse pupils
- Aspirational and empathetic; has a genuine belief in the potential of every pupil
- Resilient, tenacious, determined, pragmatic
- Persuasive and influential
- Collaborative; a team player
- Flexible and resourceful
- Innovative; creative seeks out new ideas

Salary and Benefits

The salary will be competitive and commensurate with the responsibility of the role.

Benefits include:

- Membership of the Teacher's Pension Scheme
- Childcare vouchers
- Generous sick pay scheme
- School fees remission
- Personal Accident cover



LIVING IN SUFFOLK

Woodbridge is a wonderful place to live. Woodbridge and Suffolk frequently feature in surveys about the best places to live in the UK, most recently appearing in the Sunday Times “Top Ten most desirable places to live in the East of England”. Set on the River Deben, Woodbridge is close to the beautiful unspoilt Heritage coast, with places like Aldeburgh, Southold, Dunwich and Minsmere (RSPB nature reserve of Springwatch fame!) all a matter of minutes away.



Woodbridge reflects the county of Suffolk with its low crime rates and high levels of sunshine, and has many places of interest close by, whether your interests are in wildlife, culture or history. Whilst in a rural location, with all the advantages this brings, Woodbridge is only an hour and 20 minutes from London, and also boasts a range of amenities including high quality shops and restaurants, with a good reputation for its food and drink. Accommodation, particularly just outside Woodbridge itself, is much more affordable than many parts of the country.



INFORMATION FOR CANDIDATES

In order to apply please complete the application form. Your supporting statement should be no longer than two sides of A4 and should provide relevant additional information to support your application (you can use the section in the application form or attach separately instead if you prefer).

Application forms can be downloaded from the School's website:
www.woodbridge.suffolk.sch.uk

Please apply, preferably by email, stating "Assistant Director of Music" in the title line to
hr@seckford-foundation.org.uk.

If you are unable to apply by email then please post your application, marking "Strictly Private and Confidential" to Human Resources, Woodbridge School, Marryott House, Burkitt Road Woodbridge, Suffolk IP12 4JJ.

Applications must be received no later than 9am Wednesday, 27 January 2016
Interviews are planned for week commencing 1 February 2016

All information will be treated as strictly confidential. Referees will be approached prior to shortlisting unless you expressly request otherwise.

If you have any questions or enquiries regarding the application process, please ring the HR department on 01394 615170/168.

All appointments are subject to the usual pre-employment checks to meet vetting and barring requirements. For more information about the application and vetting process please refer to the Explanatory Notes provided.

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