



St George's Junior School

WEYBRIDGE

APPOINTMENT FOR DIRECTOR OF MUSIC (JANUARY/APRIL 2018)

The Music Department, St George's Junior School is seeking to appoint an outstanding, passionate and inspirational Director of Music from January/April 2018. He/she will need to demonstrate an ability not only to lead this thriving department but also to build upon its successful achievements. The position plays a key role in the school and the ideal person will have the ability to work well with other departments in the school and be a strong leader for the Music team, including visiting music staff.

The successful candidate will be able to encourage and confidently support pupils at all levels of ability, and to inspire pupils to excel in all aspects of Music to enable them to realise their potential.

Person Specification

Whilst the extent and scope of this position will depend on the individual strengths of the successful candidate, particular duties will include:

- An excellent musician and experienced professional educator with at least three years' experience in teaching children within the primary sector of education.
- An exceptional, dynamic and committed leader who will inspire high levels of confidence and be an outstanding role model for colleagues and parents.
- Ensure the highest standards of the teaching and learning of Music from Nursery to Year 6, to maintain and improve the school's success at all levels.
- Highly organised and with attention to detail.
- Calmness and efficiency and the ability to work under pressure at certain times.
- A willingness to share and engage in the wider programme of musical extra-curricular activities in providing an outstanding education.
- Understanding of the nature of independent education and of the high expectations therein.
- As well as being able to demonstrate an ability to successfully deliver teaching, the successful candidate will need a proven track record of a high level of administration and inter-personal skills.

Key Tasks

The Director of Music is responsible for overseeing and reviewing the smooth and efficient day-to-day running of the Music Department within the Junior School. In order to achieve this the Director of Music will:

- Have responsibility for the delivery of the curriculum area within the Junior School. This includes ensuring that the teaching and learning within the curriculum area accords with whole school policies, agreed programme of study and agreed planning documents.
- Plan and provide a stimulating curriculum for Music, in an invigorating and motivating learning environment to ensure appropriate continuity and progression.

- Have high expectations and ensure that all pupils are appropriately challenged, make strong progress and are enthused and inspired by their music lessons.
- Ensure appropriate information is given to parents about the delivery of the music curriculum as well as providing adequate information on the progression of individual pupils.
- Have responsibility for managing and accounting the music educational budget ensuring all areas of the school have adequate resources and equipment.
- Recommend appropriate INSET to the Senior Leadership Team
- Attend curriculum leader meetings.
- Organise and lead weekly departmental meetings and meet regularly with the Director of Music at St George's College.
- Organise and plan paired instrumental lessons for Years 3 and 4, working closely with visiting music teachers and the Music Administrator.
- Be proactive in encouraging pupils continue instrumental lessons after Year 3/4 Instrumental Scheme
- Manage and be responsible for a child-centred and varied extra-curricular programme for Music.
- Organise and plan visiting musicians/ensembles for workshops and demonstrations in school and trips to concerts.
- Manage the performance of the peripatetic Music staff against agreed objectives, working closely with the Music Administrator based at St George's College.
- Teach a timetable of class Music across the EYFS, Key Stages 1 and 2
- Monitor the academic performance of the pupils in liaison with the Academic Deputy Head, Head of Lower Years, Heads of Years, SENCO and Group Tutors.
- Complete half termly Grade Cards, write reports & advise at Parents' Evenings, and communicate effectively with parents about their child's progress in accordance with school policies.
- Meet with parents of pupils to discuss issues of concern raised by Group Tutors and to offer support to individual teachers in their meetings with parents as deemed appropriate by the Academic and Pastoral Deputy Heads, the Deputy Head (Lower Years) and Heads of Year.
- Complete Performance Management reviews for Music staff, evaluating & reviewing practice in your teaching area.
- Promote the welfare of the children and to support the school in safeguarding children through relevant policies and procedures.
- Support the Headmaster in promoting the ethos of the school.

Specific tasks of the Curriculum Leadership Team at the Junior School

- Under the direction and leadership of the Academic Deputy Head who has overall responsibility for the delivery of the curriculum, to assist with management and delivery of the curriculum in line with the Mission Statement, vision and ethos of the school.
- Monitor and evaluate the development of the curriculum, including the implementation of curriculum policy and planning documents at the School and to make recommendations to the Academic Deputy Head as appropriate.
- Act as a forum to discuss proposals relating to specific curriculum matters, including the development of whole School, Music Department policies and planning documents, Performance Management, Value Added performance, subject loading and the timetable, reporting procedures.
- Provide collective professional leadership within the School by being a role model and offering examples of good practice for other staff colleagues.