

**Thank you for your interest in the
Head of Music position
and your interest in joining the
Archbishop Ilsley family**



Proud to be part of the St Teresa of Calcutta Multi Academy Company



**ST. TERESA OF CALCUTTA
MULTI ACADEMY COMPANY**
Dream | Believe | Achieve



Welcome from our Head Teacher



Thank you for your interest in joining Archbishop Ilsley Catholic School.

The ethos of Ilsley is quite simple. As a Catholic school, we want pupils to “let (their) light shine.” We want pupils to believe in themselves and strive to fulfil their vocation, whatever that may be. Pupils are polite and friendly and a real joy to work with. They are the main benefit to working at Ilsley.

We have great facilities: as well as a spacious staffroom (we have briefing twice a week in here), we have a well-stocked library, a sports hall, gym, fitness suite, astroturf and a muga, as well as a swimming pool. The building is well maintained by our excellent site staff.

I hope you find this application pack informative and useful. If you read some of the posts from our Twitter account [@ABillsey](#), you will also get a flavour of what day-to-day life is like at Ilsley. I also recommend you come to visit the school. Simply email recruitment@ilsley.bham.sch.uk and one of our staff would be happy to give you a tour and their opinions about what it is like to work here.

I look forward to receiving your application and meeting you in person.

Ciaran Clinton

Welcome from the Head of the Arts Faculty

Dear potential candidate

The Arts Faculty at Archbishop Ilsley Catholic school is made up of Art, Music and Drama. We would like the successful candidate to join our team of passionate and experienced colleagues working alongside staff and pupils to create a place where creativity and artistic passion intertwine. The Art and Music faculties have great facilities for staff and pupils to be inspired, express and exchange innovative ideas, so that they can flourish in our creative community. We have recently reintroduced Drama into our curriculum and are hoping candidates would be supportive of nurturing this subject.

Within our faculties, you will encounter a diverse community of individuals, each possessing their own unique talents and perspectives. We value a good work life balance and offer many exciting CPD opportunities for our staff to embark on their career journey. The team and I have a vision to promote creativity across our school, community and the MAC. Our goals are to nurture young artists, musicians and performers to be inspired by the world around them, be imaginative, encourage the love for learning, develop lifelong skills and give each individual opportunity to let their creativity and light shine. Join us in this supportive and welcoming community where creativity thrives, and let your voice resound through the power of art, music and drama.

I wish you every success in your application.

Pan Hawkins

What staff say about working at Archbishop Ilsley Catholic School

“Staff are really friendly...really supportive... not judgmental.” Male maths teacher

“Colleagues are fantastic... very supportive.” Female maths teacher

“I love it... so glad I made the move.” Female RS teacher

“It’s lovely here... people are so kind... offering to do things for you.” Female PE teacher

“We’re a great unit... we’re a family.” Male DT teacher

“Everyone made me feel welcome.” Female member of the admin team

“Staff are phenomenal... we’re a community.” Male RS teacher

“I absolutely love it here.” Female D&T teacher

“I really like working here... staff are great.” Female member of support staff

“People are lovely... very supportive of each other. It’s not just a job.” Female maths teacher

“I love working here... I 100% feel at home.” Male Humanities teacher

“I’m not Catholic but I don’t feel excluded... we’re one big family.” Female Humanities teacher

“I feel privileged to work here.” Female TA

“There is great camaraderie... there is a buzz in the staffroom.” Female TA

“Staff are really talented and loyal and willing... people care.” Female English teacher

“We have phenomenal staff... we have the best middle leaders.” Male member of SLT

“I love this school... there are so many amazing people here... the pastoral team are amazing.” Female member of support staff

“I feel really lucky to work here.” Female PE teacher

“Ilsley is the centre of the community.” Male PE teacher

“I love this school... I love teaching here.” Male Humanities teacher

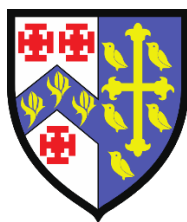
“Teachers are so open minded... they say ‘we’ll try it’.” Male TA

“Archbishop Ilsley is an extension of our own family.” Female D&T teacher

“I don’t think there is a person I would go to for help, and they would say no... it would be a ‘YES’ – without a doubt.” Female Art teacher

Staff happiness is our priority. Things that make Ilsley a special place to work

1. Fantastic, talented and welcoming staff.
2. A swimming pool! (Staff can swim between 7am and 8am Tuesday and Thursday)
3. Wednesday football after school on the astroturf (everyone welcome)
4. A welcoming and friendly staffroom
5. Secret Saints
6. Wellbeing Wednesday
7. Blue Monday treats
8. An understanding of those juggling work and family life – time off for children’s first day at school, nativities, sports day etc
9. Duke of Edinburgh – the best in Birmingham. A must for lovers of the outdoors and we’re always looking for more volunteers.
10. A caring, supportive and understanding SLT
11. No unnecessary meetings
12. A workable marking policy
13. Great extra-curricular opportunities (theatre, House of Parliament, dance competitions, Berlin, Battlefields, Global Links)
14. Whole school events for the pupils (Cultural Day; Y7 Blackwell and summer disco; Y8 Valentine’s disco; Y10 roller disco; Y11 St Patrick’s Day parade)
15. End of term celebrations



**Head of Music (TLR 2b £5,351)
Full time (negotiable)
Permanent contract
Start date: Easter (negotiable)**

Archbishop Ilesley Catholic School are seeking a committed and creative musician to lead our vibrant Music Department. If you are a talented teacher who is looking for the next step in your career, we would love to hear from you.

There is also the opportunity to teach Art and/or Drama, depends on your interests, skills and experience. There is also scope to work part-time as we are willing to be flexible for the right candidate. We are also willing to flexible on the start date.

The successful candidate will be:

- a skilled and passionate music teacher with the belief that, regardless of background, every child can achieve and thrive in the performing arts.
- nurtured within the faculty and supported to grow a music curriculum and a part of an exciting journey in developing extra-curricular provision.
- part of a team who are committed to continuously learning and developing their skill set, passionate about music and the performing arts and eager to give pupils as many opportunities as possible.

Archbishop Ilesley is a large oversubscribed Catholic Secondary School in Acocks Green on the border of Hall Green and Yardley, that caters for pupils between the ages of 11 and 18. There are 210 pupils in each year and the Sixth Form is predicted to grow considerably over the next five years. OFSTED rated the school 'good' when they last visited in June 2018. Our GCSE results are strong and over 50% of last year's Year 13 received a grade B; 25% achieved an A or A*.

Deadline for applications: 9am on Monday 11th December 2023 (early applications are encouraged)

Please send your completed CES application form to recruitment@ilsley.bham.sch.uk

Person specification for the role of teacher of music and/or drama

| Qualities and Attributes | Essential | Desirable | Evidenced By |
|--|-----------|-----------|---------------------------------|
| Education and Training | | | |
| Qualified Teacher Status | ✓ | | CES Teacher Application form |
| Honours Degree in Music or Performing Arts | ✓ | | CES Teacher Application form |
| Quality of Education | | | |
| The ability to plan an engaging, yet rigorous, well sequenced series of lessons | ✓ | | Letter of application/Interview |
| An excellent classroom practitioner with a strong track record in observations | ✓ | | Letter of application/Interview |
| A range of strategies for keeping pupils engaged and focused | ✓ | | Letter of application/Interview |
| Knowledge of the OCR specification | | ✓ | Letter of application/Interview |
| Knowledge of RSL qualification | | ✓ | Letter of application/Interview |
| An excellent subject knowledge | ✓ | | Letter of application/Interview |
| Personal Qualities and Characteristics | | | |
| Enthusiasm and commitment to teaching young people | ✓ | | Interview |
| Good communication and interpersonal skills | ✓ | | Interview |
| Excellent organisational skills | ✓ | | Letter of application/Interview |
| A team player that looks forward to working with other like-minded colleagues in a thriving department | ✓ | | Letter of application/Interview |
| Ability to work under pressure and meet deadlines | ✓ | | Letter of application/Interview |
| A good health and attendance record | ✓ | | CES Teacher Application form |

Post Title: **Head of Music**

Start date: **Easter 2024 (negotiable)**

Post Purpose:

To uphold the Catholic Life and Mission of the school.

To raise standards of pupil attainment and achievement within Music.

To be accountable for pupil progress within the curriculum area.

Reporting to: **Head of Arts**

Working Time: **Full time permanent contract (part-time is a possibility)**

Salary/Grade: **MPS/UPS + TLR 2B £5,351**

Disclosure Level: **Enhanced**

General Duties

Leading Music across the whole school and teaching to designated classes of pupils and general welfare of a tutor group in accordance with the requirements of the latest School Teachers Pay and Conditions Document and the National Standards for Qualified Teacher Status, having due regard to the requirements of the National Curriculum, the school's aims and objectives, schemes of work and any policies of the Governing Body and the St Teresa of Calcutta Multi Academy Company (STOC MAC). To share in the corporate responsibility for the well-being and discipline of all pupils and to actively support the aims and values of Archbishop IIsley Catholic School.

Specific Duties

1. Leading

- a. Take a leading role in curriculum design and delivery of Music.
- b. Share your excellence in pedagogical approaches to the teaching of Music (and Drama).
- c. Monitor and evaluate the planning, teaching and assessing of Art (and Drama).
- d. Analyse assessment data – including that of different pupil groups – to ensure that every pupil fulfils their god given potential.
- e. Take a leading role in performance management and development of colleagues in the Faculty.

2. Teaching

- a. Plan work in accordance with departmental schemes of work and programmes of study.
- b. Liaise with relevant colleagues on the planning of units of work for collaborative delivery.
- c. Work in collaboration with Teaching Assistants attached to any teaching group.
- d. Take account of pupils' prior levels of attainment and use them to set targets for future improvements.
- e. Set work for pupils absent from school for health or disciplinary reasons.
- f. Maintain good discipline by adherence to the Teacher Standards.
- g. Set high expectations for pupils' behaviour by establishing a purposeful working atmosphere in accordance with the school's behaviour policy.
- h. Set appropriate and demanding expectations for pupil's learning, motivation and presentation of work.
- i. Develop own subject knowledge to a high level of expertise.

3. Pastoral Work

- a. Have a full understanding of the procedures for safeguarding.
- b. Be the first point of contact for parents of pupils in the tutor group.
- c. Monitor and set targets for the social and academic progress of individuals in the tutor group.
- d. Promote good attendance and monitor in accordance with the school's attendance policy.

- e. Deliver the designated tutor time programme.

Assessment, recording & reporting

- a. Maintain notes/plans of lessons undertaken and records of pupils' work.
- b. Mark, monitor and return work within a reasonable and agreed time span providing constructive oral and written feedback and clear targets for future learning as appropriate.
- c. Carry out assessment programmes (e.g. reports) as agreed by the school or faculty.
- d. Attend the appropriate parents' evenings to keep parents informed as to the progress of their child.
- e. Be familiar with the SEND Code of Practice for identification and assessment of Additional Educational Needs and keep appropriate records on Individual Education Plans for pupils.

Professional Standards

- a. Support the aims of the school to promote a 'learning community'.
- b. Treat all members of the community, colleagues and pupils, with respect and consideration.
- c. Treat all pupils fairly, consistently and without prejudice.
- d. Set a good example to pupils in terms of appropriate dress, standards of punctuality and attendance.
- e. Promote the aims of the school by attendance at and participation in events such as open evenings, options evenings and the like (as appropriate to their responsibilities.)
- f. Support the ethos of the school by upholding the behaviour code, uniform regulations, etc.
- g. Take responsibility for their own professional development and participate in staff training when provided.
- h. Reflect on their own practice as well as the practices of the school with aim of improving all that we do.
- i. Read and adhere to the various policies of the school.
- j. Participate in the management of the school by attending various team and staff meetings.
- k. Undertake duties as prescribed within school policies.
- l. Ensure that all deadlines are met as published in the school calendar.
- m. Undertake professional duties that may be reasonably assigned to them by the Head Teacher (e.g. cover, etc).
- n. Be proactive and take responsibility for matters relating to health and safety.

This job description may be amended at any time in discussion between the Head Teacher and yourself but in any case will be reviewed before the commencement of the next Performance Management cycle.

Signatures:

This job description is current at the date below but will be reviewed on an annual basis and following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Signed.....(Teacher) Signed.....(Head Teacher)

Dated.....(Teacher) Dated(Head Teacher)

Safeguarding commitment

Archbishop Ilsey is committed to safeguarding and promoting the welfare of all its pupils. We believe that:

- Our young people have the right to be protected from harm, abuse and neglect
- Our people have the right to experience their optimum mental and physical health
- Every child has the right to an education and young people need to be safe and to feel safe in school
- Young people need support that matches their individual needs, including those who may have experienced abuse
- Our young people have the right to express their views, feelings and wishes and voice their own values and beliefs
- Our young people should be encouraged to respect each other's values and support each other
- Our young people have the right to be supported to meet their emotional, social and mental health needs as well as their educational needs. Our school will ensure clear systems and processes are in place to enable identification of these needs. Including consideration of when mental health needs may become a safeguarding need.
- Our school will contribute to the prevention of abuse, risk/involvement in serious violent crime, victimisation, bullying (including homophobic, biphobic, transphobic and cyber bullying), exploitation, extreme behaviours, discriminatory views and risk-taking behaviours

All staff and visitors have an important role to play in safeguarding young people and protecting them from abuse and considering when mental health may become a safeguarding issue.

As part of our safer recruitment process, please be aware that all shortlisted candidates will be subject to an online search.

As a potential new employee you will also be expected to uphold and promote our safeguarding culture.

This post requires an enhanced disclosure in accordance with the Protection of Children Act 1999.