



Applications are invited for the post of
Head of Strings

Starting September 2018

Information Pack

CHARTERHOUSE

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Music at Charterhouse

The School

Charterhouse was founded in 1611 at Sutton's Hospital in London, moving to its present magnificent 250 acre site near Godalming in Surrey in 1872. There are over 800 pupils aged 13 to 18, most of whom are boarders. The School currently admits boys at year 9 and boys and girls at year 12; and will become fully co-educational by 2023, having started to accept girls at year 9 from 2021. There are outstanding cultural and sporting facilities and an enviable record of academic and all-round achievement. In total Charterhouse employs some 400 staff, 115 of whom are involved with the teaching of the pupils.

Music

For many years, music has played a major role in the life of the School. Ralph Vaughan Williams was a pupil here, and many pupils have gone on to be accomplished professional musicians, with a regular stream of pupils entering leading universities and music colleges to continue their studies. There are five permanent music staff at the School, and twenty-five visiting instrumental teachers, most of whom combine teaching with busy performing careers and who bring a considerable breadth of professional experience to their teaching, providing pupils with a huge variety of musical opportunities at the highest level.

There are almost daily informal break-time concerts lasting no more than 10 minutes and extended formal evening recitals as well as concerto opportunities. Ensemble performance embraces all abilities from junior ensembles to advanced quartets and quintets in all the instrumental disciplines. Performances in School are complemented with a number of outside concerts in London and elsewhere. There is a host of choirs and larger ensembles: Chapel Choir, Chamber Choir, Symphony Orchestra, String Orchestra, Jazz Band and many more.

Five music scholarships are awarded at Year 9, along with a number of exhibitions. There are also similar awards offered at Year 12 giving the school a rich seam of musical ability. Award holders all undertake daily supervised practice sessions. Whatever the musical interest of its pupils, Charterhouse offers them a stimulating musical environment to help them to reach their potential.



Some Musical Events of 2016-17 performed by Charterhouse pupils

- Over 60 quarter (break time) Concerts performed
- Evening recitals
- Instrumental and Vocal concert in Hong Kong
- Old Carthusian Day concert and Choral Evensong
- Visiting performers
- House Singing Competition
- Three Junior Ensemble concerts
- Piano Competition
- Two Symphony Orchestra concerts
- Jazz Band shows
- Jazz Band tour to Malaga
- Candlelit carols and carol services
- Composers' Concert
- Twice-weekly Choral Evensong
- Chamber music concert in St Martin-in-the-Fields
- Chamber music concert in Windsor
- Strings competition
- Evensong in Winchester Cathedral
- Chamber Music concert in Chichester Cathedral
- Brass and Woodwind competition
- Brass Ensemble concert in Redhill
- Singing competition
- Performing in local schools by Charterhouse pupils
- Composing competition
- Guitar ensemble concert
- Choral and Orchestral concert
- Carthusian Day concerts and service
- Summer Arts Festival

The Role – Overall Purpose

Reporting to the Director of Music, Charterhouse is seeking to appoint an outstanding musician and leader to take on the role of Head of Strings. Specific responsibilities will be to develop string playing throughout the School; to teach the violin across the 13-18 age range and to work with other colleagues in shaping and enabling the chamber music programme. In addition, the post holder may also wish to direct the School Chamber Orchestra and Junior String Orchestra and to lead and manage a team of visiting staff. The extent of these additional responsibilities is by negotiation and these roles can be undertaken by a current member of the department if the most desired candidate prefers this arrangement; there is a considerable degree of flexibility.



As Head of Strings the successful applicant will:

- Develop and enhance string playing throughout the School, able to teach at the highest level
- Teach between 15-30 violinists each week; the number to be negotiated
- Lead the team of visiting string teachers and develop pedagogy

In addition he/she is likely to include some or all of the following:

- Direct the School Chamber Orchestra and Junior String Orchestra
- Coordinate the provision of chamber music within the school in consultation with the Director of Music and other colleagues
- Coach a number of chamber ensembles
- Assist with Symphony Orchestra rehearsals and take responsibility for bowings
- Attract outstanding string players to apply for Music Scholarships at Charterhouse
- Allocate all string pupils to appropriate teachers and ensembles
- Organise the annual String Competition and regular masterclasses
- Appoint with the Director of Music new string teachers when positions become available
- Oversee the stock and regular maintenance of the School's string instruments
- Attend music scholarship trials and peruse DVDs of overseas auditions for selection.

Working Arrangements

In addition to the responsibilities as Head of Strings, the post involves teaching a prescribed number of pupils on an individual basis, although some degree of flexibility in numbers needs to exist depending on demand. Each lesson lasts 40 minutes, although there is a 5-minute break between each lesson enabling pupils to move within the School.

Hours of work will take place during the Term between Monday and Friday from 8.30am to 6.25pm and on Saturdays from 8.30am to 1.25pm. Any request to teach beyond these hours must be made to the Director of Music. When working throughout a year, a music teacher is required to offer between 28 and 30 lessons per pupil per year (15-30 for the Head of Strings), with absences of more than one week a term requiring negotiation with the Director of Music. Times of special events must be avoided, as publicised by the Director of Music. During term time, weekly rehearsals currently comprise:

- Wednesdays 1730-1820 Chamber Orchestra rehearsal
- Fridays 1730-1815 String Orchestra (Junior Strings) rehearsal
- Direction of quartets and other ensembles at times to suit

Pupil Numbers: the School reserves the right to vary the number of hours a music teacher is required to teach at its discretion but normally according to the number of pupils expressing a wish to have individual lessons or in accordance with other factors, such as a decision by the School to engage additional music teachers, or to reallocate pupils between existing music teachers. In accepting the post of Music Teacher, a music teacher accepts the fact that the School cannot guarantee a minimum number of hours work.

Teachers are expected to formulate their own timetables, submitting a timetable for the Term, and to give at least one week's notice of any alteration to the pupils and the Music Department Administrator, to keep a register, and to write termly reports. They are therefore required to keep accurate records of attendance, punctuality and progress of pupils. They should provide music for their pupils (which can be ordered through the School), and be proactive in encouraging their pupils to perform as regularly as possible.

A Music Teacher is also expected to prepare such reports on pupils with the framework and timescales laid out by the Director of Music. It is also expected that, as with all other school employees, a music teacher will remain current with any mandatory training, such as Child Protection and health and safety, as reasonably requested by the School.

Safeguarding of Children

The Head of Strings will be responsible for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact will be to adhere to and ensure compliance with the School's Safeguarding and Child Protection Policy at all times. If, in the course of carrying out the duties of the post, the Job Holder becomes aware of any actual or potential risks to the safety or welfare of children in the School they must report any concerns to the School's Designated Safeguarding Lead.



Terms of Service

Remuneration Competitive hourly rate, together with an allowance as Head of Strings

Benefits Travelling expenses are paid at a rate of 45p per mile up to a maximum of 70 miles
Membership of the Charterhouse Club (sports centre)
Inclusion in Personal Accident Insurance Cover
Employee Assistance Programme
School lunches are usually available throughout the year (except when School closes)
Death in Service Benefit
Benefits subject to eligibility criteria:
Contributory Pension Scheme
Subsidised membership of School Golf Club
Cycle to Work Scheme
Childcare Voucher Scheme

Notice One month during probationary period of 12 months
Once the appointment is confirmed both parties are required to give at least one term's notice.

Person Specification

Qualifications

ESSENTIAL

- highly experienced violinist and performer

Relevant Experience/Knowledge & Technical Competencies

The successful candidate will possess excellent teaching, conducting and administrative skills. A knowledge of performance practice and period instrument techniques is desirable. Exams are not compulsory but many pupils choose to take Associated Board and Guildhall exams and diplomas.

Personal Competencies / Skills

- enthusiasm and confidence
- the successful applicant will want to play a full part in the musical life of the School, attending/directing concerts, masterclasses and competitions
- ability to commit to regular hours within the week, in addition to formulating a teaching timetable that may vary from term to term
- possess a love of teaching and the personal skills to do this extremely well
- must be inspirational through their own playing



Applications

Applications should be made in accordance with the School's application and safer recruitment procedures (available on the website) and emailed to:

headmaster_hr@charterhouse.org.uk

**Closing date for applications is by
12 noon on Friday 23 February 2018**

with interviews being held shortly thereafter.
Short-listed candidates will be asked to perform and to teach.



CHARTERHOUSE
GODALMING
SURREY
GU7 2DX

+44 (0)1483 291500

headmaster_hr@charterhouse.org.uk

www.charterhouse.org.uk

Registered Charity No 312054