

ERSKINE STEWART'S MELVILLE SCHOOLS'



JUNIOR SCHOOL

APPOINTMENT OF TEACHER OF MUSIC (PART TIME)

The ESMS Junior School is seeking to appoint a permanent, part time Teacher of Music for two full days per week. ESMS staff are passionate, pioneering and strive for excellence in everything they do. We value the incredible contributions they make to school life; we invest in their careers and we support their ambitions so that they flourish professionally and personally.

The postholder will be a well-qualified graduate with experience of teaching music to primary aged children. Proficient piano skills are desirable.

The closing date is 12pm on 12 April 2021. We anticipate interviews will be held on Monday 26 April 2021 – if restrictions allow, we will conduct the interviews in-person.

ESMS

The Mary Erskine School, Stewart's Melville College and the ESMS Junior School are administered by the Royal Company of Merchants of the City of Edinburgh. Since 1989, powers have been devolved to the Erskine Stewart's Melville Schools' Governing Council, a sub-committee of The Merchant Company Education Board.

Since 1978 there have been two Senior Schools and a Junior School. An overall roll of over 2780 pupils reflects parental belief that sons and daughters are obtaining an ideal combination of co-education and single-sex schooling. The complete 'twinning' of the Sixth Form since August 1999 was the logical culmination of two decades of parallel and complementary development by the two Senior Schools.

The schools are predominantly for day pupils, but there is a boarding house for approximately 50 girls and boys in the grounds of Stewart's Melville College and these reinforce a powerful sense of community. All three schools are characterised by high academic standards and by fine reputations in music, sport and a wide range of extra-curricular activities.

The values of the schools rest on the belief in the uniqueness of each individual boy and girl. The schools attach great importance to pastoral care.

ESMS JUNIOR SCHOOL

The ESMS Junior School is a large, co-educational independent junior school of around 1250 children, who automatically become members of either The Mary Erskine School (the girls' school) or Stewart's Melville College (the boys' school) when they finish Primary 7.

The Junior School has excellent facilities as well as sharing those of the two senior schools. The ethos of the school is that each child's individuality is nurtured within a structured and disciplined framework. It is the belief that happy children will achieve more academically and in extra-curricular activities. The atmosphere is therefore a caring one with great emphasis on encouraging children to take part in the many opportunities open to them. Children are helped to take responsibility, they are challenged academically and as children, and they learn to make choices and develop confidence in a supportive and positive environment in which the nine values, common across all three schools, are central to everything and emphasised at all times as an integral element of the school's provision. The schools' values are kindness, appreciation, integrity, respect, grace, responsibility, enthusiasm, commitment and confidence.

The Nursery and Primary 1-3 classrooms are situated within the grounds of The Mary Erskine School at Ravelston and Primary 4-7 children are based within the grounds of Stewart's Melville College at Queensferry Road, one mile to the east.

STAFF

There are approximately 85 teachers in the ESMS Junior School. They are supported by an excellent team of support staff, whose high standards make a major contribution to the quality of the school.

PROFESSIONAL REVIEW AND DEVELOPMENT

All teaching and support staff participate in a three-year cycle of professional review.

THE POST

This is a permanent, part-time position for two full days per week, available from August 2021.

BASIC FUNCTION

To teach class music lessons, mostly to the age range P4 – P7 and to assist with the provision of extra-curricular musical activities in the Junior School

ACCOUNTABILITY

The teacher of music will be accountable to the Head of Junior School Music and the Director of Music.

AUTHORITY

The teacher of music will have authority as delegated by the Director of Music and other promoted staff.

RELATIONSHIPS

The teacher of music will liaise closely with all members of the Music Department across the three schools and will also be in close communication with class teachers in the Junior School.

KEY TASKS

1. Curricular (approximately 65%)

- Deliver class music lessons throughout years P4-P7 in accordance with the departmental programmes of study and in consultation with the Head of Junior School Music
- Maintain registers and records of pupils' progress
- Keep up-to-date with available resources, syllabuses and teaching practice and assist in developing the schemes of work in accordance
- Attend the programme of in-service-training provided by the school

2. Extra-Curricular (Approximately 25%)

- Direct extra-curricular ensembles and choirs as required, in consultation with the Head of Junior School Music
- Plan appropriate repertoire
- Assist in the organisation and running of school events such as concerts and musical performances.

3. Meetings (approximately 10%)

- The Teacher of Music is expected to attend the weekly ESMS Music Department meetings, chaired by the Director of Music, if they take place on a day they are contracted to work, and play a full part in the discussion of all matters relating to curricular and extra-curricular music within the three schools.

PERSON SPECIFICATION

- High professional and personal standards and a commitment to the Values of the Junior School.
- Excellent communication and analytical skills with a commitment to delivering excellent educational provision.
- Ability to multi-task and prioritise own workload with good attention to detail.
- Independent, self-motivated and organised; with an ability to work as part of a team.
- Positive, confident personality and an enthusiasm for, and enjoyment of, children's company are important.
- A sense of humour is vital.

EXPERIENCE, SKILLS AND QUALIFICATIONS

- General Teaching Council for Scotland (GTCS) registration is essential.
- Experience of working as a Class Music Teacher is essential.
- Proficient piano skills are desirable

REMUNERATION AND OTHER CONSIDERATIONS

As an equal opportunities employer, ESMS is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership. We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join ESMS.

Salary

Salary will reflect qualifications and relevant experience.

Remuneration will be on the ESMS scale, which is above that paid in

the state sector, and is dependent on qualifications and experience. Salaries are reviewed annually on 1st April.

- Hours** The postholder will be contracted for two full days per week (Monday and Tuesday).
- Extra-Curricular** All members of our teaching staff are also committed to the extra-curricular life of the school and are involved in a variety of ways in the educational and personal development of children out with the classroom.
- The successful candidate will be expected to contribute to the wide range of musical extra-curricular opportunities offered to all our children.
- Pension** All teachers are automatically enrolled into the Scottish Teachers' Pension Scheme.
- Staff Benefits** Staff are offered a range of benefits including: free school lunch during term time, use of the schools' swimming pool and fitness room outside school hours and membership of the ESMS Discount and Benefits Scheme, including a range of discounts at 130,000 retail and entertainment locations. Teachers with children at the Erskine Stewart's Melville Schools are entitled to a tuition fee discount of 50% (pro rata) from Nursery to Sixth Form.

ESMS reserves the right to withdraw this position at any time.

APPLICATION PROCEDURE

Applicants must complete the Teaching Staff application form and Equal Opportunities Monitoring form to be considered for this position. Please note CVs will not be accepted. Please submit both forms to recruitment@esms.org.uk before the closing date.

Any enquiries about this position should be directed to Jenny Mallinson, HR Advisor, at recruitment@esms.org.uk.

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