Academies Trust

# Teacher of Music

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| Salary / grade range | MPS/UPS (£25,714 - £41,604 FTE)<br>Unqualified candidates considered (UNQ £18,169 - £28,735) |
| Location | Co-op Academy Leeds |
| Reports to | Subject Leader for Music |

Purpose of role:

- To support the Subject Leader to implement and deliver an appropriately broad, balanced, relevant and differentiated Music curriculum to improve outcomes for students.
- To contribute to raising standards of attainment and achievement by monitoring and supporting student progress.
- To facilitate and encourage a learning experience which enables students to achieve their potential.
- To share and support the Academy's ethos to provide and monitor opportunities for personal and academic growth and success.
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils.
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.

Fulfil the responsibilities of class teacher, as set out in the Teachers' Standards, the post holder will also undertake the following duties and responsibilities:

Key Responsibilities – all teachers

- To teach students according to their educational needs, including the setting, assessment and monitoring of students' work.
- To ensure a high-quality learning experience for students which meets internal and external quality standards.
- To assess, record and report on the attendance, progress, development and attainment of students, and to keep such records as are required.
- To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus and wider curriculum.
- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies within the Department, and where appropriate the wider Academy.
- To positively contribute to the Department improvement plan.
- To contribute to planning activities, seeking out and recommending improvements to processes within the team.

- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that ICT, literacy, numeracy and cross-curricular themes are reflected in the learning experience of students.
- To participate in learning evaluation strategies in accordance with the Academy policy and frameworks.
- Implementing Academy policies relevant to teaching and learning, including behaviour, homework and assessment.
- To prepare and update subject materials.
- To maintain discipline in accordance with the behaviour policy, encouraging good practice with regard to punctuality, behaviour, standards of work and homework.
- To uphold Teachers Standards in all areas of work and be an active and supportive member of the faculty.

**Data and Assessment**

- Analyse and interpret Academy data to inform intervention and planning.
- Ensure appropriate schemes of learning are in place and that they meet the academic needs of all students.
- Support internal frameworks that monitor the quality of achievement through data sweeps and assessment moderation.
- Provide all relevant bodies with robust information relating to student performance and development.
- Assess, record and report on the impact of intervention and mentoring strategies.

**Curriculum Development**

- Take a role in developing a modern, innovative, balanced and exciting curriculum to raise aspiration and achievement.
- Support structures that ensure teaching and learning is innovative and of a high quality throughout the Academy.
- Contribute to the development of a programme of enrichment extending the academy experience beyond the limits of the formal academy day.

**Developing self and working with others**

- Develop positive working relationships with all staff.
- To engage actively in performance management review(s).
- Support the academy's ITT, NQT and RQT programmes of staff development, as appropriate.
- Support development in learning and teaching within and across curriculum areas through CPD, monitoring and review.
- To take part in the Academy's staff development programme by participating in arrangements for further training and professional development.
- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- Support colleagues to be successful in their own role through mentoring, coaching and line management, as appropriate.

- Be a visible, proactive presence around the Academy, promoting positive behaviour and ensuring the smooth day-to-day running of the academy.
- Reinforce and model the Academies and the Co-op Academies Trust's core co-operative values and behaviours.

**Strengthening the community**

- Liaise with partner academies, higher education institutions, industrial links, governors and other relevant external bodies.
- Work with other agencies to ensure learning experiences and opportunities for students are integrated into the wider community.
- Build the reputation of the Academy within the outside community.
- Create and maintain partnerships with parents and carers to support and improve students' achievement and personal development.

**Managing and promoting the organisation**

- Contribute to the development of effective links with partner schools and the community; attendance where necessary at liaison events in partner schools and the effective promotion of subjects at Open Days/Evenings and other events.
- Ensure effective communication/consultation, as appropriate, with the parents of students and other relevant stakeholders.
- Actively promote the development of effective links with external agencies.
- Act with integrity and a high level of professionalism in all situations.
- Be able to present the Academy's performance and other academy initiatives to a range of audiences; parents, governors, the Co-op Academies Trust and other external agencies.

**Child Protection and Safeguarding**

- Ensure that the child protection policies and procedures adopted by the Governing Body and Co-op Academies Trust are fully implemented and followed by all staff.
- Ensure that sufficient resources and time are allocated to enable staff to discharge their Child Protection related responsibilities effectively.

**Our Policies**

All staff will fully support and champion, Safeguarding, Child Protection, Equality and Diversity and the Prevent agenda at all times, as appropriate.

**Other**

Tutor group responsibilities.

**NOTES**

All teaching staff will have generic responsibilities which support the development and learning of students. This job description allocates duties and responsibilities but does not direct the amount of time to be spent carrying each of them out. Employees will be expected to comply with any reasonable request from the Principal to undertake work of a similar level that is not specified in this

job description.
This job description is current at the date shown. In consultation with you, it may be changed by the Principal to reflect or anticipate changes in the job commensurate with the grade and job title.

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## Personal Specification (Based on Job Description):

| Attributes | All attributes are essential, unless indicated below as 'desirable' | How measured, e.g. application form (A), interview (I) |
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| Education and Qualifications<br>• Educated to degree level in a relevant subject<br>• Qualified Teacher Status<br>• Evidence of further study | <br><br>Desirable<br>Desirable | <br>A<br>A<br>A |
| Experience<br>• Evidence of a successful teaching practice with more than one year group<br>• Experience of promoting positive behaviour conductive to learning and which is focused on raising standards<br>• Successful experience of teaching at KS3, 4, 5.<br>• Successful teaching experience – evidence of at least consistently "good" teaching during formal observations | <br><br><br><br>Desirable<br><br>Desirable | <br>A, I<br><br>A, I<br><br><br>A, I<br><br>A, I |
| Professional Knowledge, Skills and Understanding<br>• Knowledge and understanding of current theory and best practice in learning and teaching<br>• Understanding of a diverse range of teaching and learning styles and techniques<br>• The theory and practice of providing effectively for the individual needs of all children<br>• Statutory National Curriculum requirements at the appropriate key stage<br>• The monitoring assessment, recording and reporting of pupils' progress | | <br>A, I<br><br>A, I<br><br>A, I<br><br>A, I<br><br>A, I |

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| • The statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection<br>• Good understanding of effective procedures for managing and promoting positive behaviour among pupils<br>• The positive links necessary within school and with all its stakeholders;<br>• Effective teaching and learning styles<br>• Good working knowledge of the Music curriculum | Desirable | A, I<br>A, I<br>A, I<br>A, I<br>A, I |
| Personal Qualities<br>• An enthusiastic, confident and able communicator with excellent interpersonal skills<br>• An effective organiser who can get the most from all types of resources through their development and deployment<br>• A positive and resilient individual with drive, initiative, vision and commitment to improve standards in the School<br>• Can lead, motivate and inspire others including teachers, parents and governors<br>• Commitment to inclusion and raising standards for all<br>• Co-op Academy Leeds expects all employees to uphold the duty to safeguard and promote the welfare of learners | | A, I<br>A, I<br>A, I<br>A, I<br>A, I<br>A, I |

This post is subject to an enhanced DBS check. We value diversity and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.

The Co-operative Academies Trust, as an aware employer, is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf.