



The Purcell School
for young musicians



Residential Practice Supervisor (Two Posts) for September 2019

INFORMATION FOR CANDIDATES



INTRODUCTION

Celebrated throughout the world as a centre of musical excellence, The Purcell School is the most vibrant, exciting and exhilarating place to work or study. We are a close-knit community dedicated to nurturing some of the world's most talented young musicians and we recognize the unique privilege it is to work with these incredibly gifted students.

Our students are the liveliest, most committed and self-motivated young people you could hope to meet. Every day, the School's corridors echo with the sound of extraordinary music as our students prepare for one of the 150 concerts we present every year, both here at School and in the most prestigious venues in London.

It is a working environment quite unlike anywhere else! We want our students to be challenged and inspired by every aspect of their experience here, and we support and encourage staff to achieve this. Academic classes are small, behaviour is excellent and the opportunities for innovative and creative teaching practice are limitless.

If you are committed to providing an outstanding student experience and prepared to play a full part in the life of this extraordinary place, The Purcell School offers you the opportunity to join an exceptional team, serving truly exceptional students in a totally unique environment. I very much hope you will consider making an application to join us.

Kind regards,

Paul Bambrough
Principal

ROLE DESCRIPTION

Residential Practice Supervisor

This is an exceptional opportunity for a graduate musician to work closely with some of the country's most gifted students and most eminent teachers. The musical side of the role offers the chance to gain experience at the highest level in many areas, any of which would prove valuable in a future career in teaching or performing music. Experience will be gained by observing world-leading practitioners, assisting senior Purcell staff in administration, performing and teaching; and hands-on teaching practice, with supervision, in small groups or one-to-one where appropriate. The role will be flexibly built around the particular skills and interests of the successful candidate. In addition to the regular supervision of practice, it could include any of the following:

Conducting choirs, orchestras, ensembles; playing an instrument with students; singing; assisting on productions; assisting in the library, practice rooms, music office, recording studio, composition suite, outreach and academic music departments; teaching additional aural, harmony and theory; accompanying students at concerts in London and elsewhere; taking a proactive role in the creation and delivery of curricular and extra-curricular projects.

We want our boarders to feel that they enjoy living here and strive to provide outstanding pastoral care and support. Each of our four boarding houses is supervised by at least two resident staff, with other staff involved in a non-residential capacity. The successful candidate will support Houseparent(s) with the day-to-day care of boarders, overnight cover, and will respond positively to the needs and interests of our students. He/she will play a significant part in ensuring that our young musicians are safe, happy and healthy.

TERMS AND CONDITIONS

This is a full-time post. It is a fixed term, two year contract with the possibility of termination after one year.

The salary will be in the region of £12,394 PA

The post holder is required to live on site. Single accommodation is provided in a boarding house every day of the contract period. Accommodation (which may be shared) is provided free of rent, council tax and all utilities. Meals are available and free of charge in the School dining room during term time.

There is a sixth month probationary period, with notice of one term on either side, after which the post will be confirmed, with a notice period of two terms. This post is subject to regular appraisal.



HOW TO APPLY

If you wish to apply, please complete the School's [Application Form](#) (available on our website) and send it with a supporting Personal Statement to the Principal as soon as possible. Please do not send a separate curriculum vitae. Closing date for applications is [Sunday 17th March 2019](#).

Personal statements should outline your experience, subject knowledge and evidence your achievements. If you have a specific area of specialism or industry experience, please demonstrate how this enables you to create inspirational lessons. The Personal Statement is your opportunity to tell us how your skills and experience, both within your subject and beyond, can contribute to an outstanding student experience.

Shortlisted candidates will be invited for interview on [Friday 22nd March 2019](#), at which you will have the opportunity to meet key staff, see around the school and will be asked to teach a lesson. Interviews will explore subject knowledge, pastoral experience, the ability to relate appropriately to students and a willingness to contribute to the whole School community. Candidates will be required to bring evidence of identity and qualifications to the interview.

Applications should be made to the Principal, sent by email to s.clark@purcell-school.org or by letter to:

Mrs Shirley Clark, *Principal's PA*
The Purcell School, Aldenham Road, Bushey, Hertfordshire, WD23 2TS

We encourage all candidates to visit The Purcell School and get a first hand experience of our unique atmosphere and ethos. If you would like to take advantage of this opportunity, please get in touch with the School by contacting us on 01923 331 104.

CHILD PROTECTION

The Purcell School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All applicants should read the School's Child Protection policy, which is available on our website, and are required to declare any criminal convictions or cautions, or disciplinary proceedings related to young people. Applicants must be willing to undergo child protection screening appropriate to the post, including records checked and processed through the Disclosure and Barring Service (DBS).

EQUAL OPPORTUNITIES

The Purcell School is an equal opportunities employer and welcomes application from appropriately qualified people regardless of gender, marital status, sexual orientation, race, ethnic origin, colour, nationality, religion, disability or age. Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience) in selection and recruitment.



JOB SPECIFICATION

The Purcell School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

JOB TITLE: Residential Practice Supervisor

- All members of staff are ultimately answerable to the Principal.
- Your line manager will be a Houseparent
- You report to other members of staff in the following capacities:
 - As Practice Supervisor, a Head of Department or Director of Music

This job specification sets out the duties of the post at the time of drafting. Specific responsibilities are as follows:

FOR THE ROLE

- To arrange, supervise and facilitate daily practice sessions offering support and advice where required
- To assist with musical activities across the School, providing support for groups and individuals
- To assist with the effective management and deployment of resources
- To organize, supervise and promote musical activities in the evenings and at weekends
- To follow Health Safety guidelines at all times and to undertake Risk Assessments as required
- To assist Houseparent(s) with the day-to-day care of boarders
- To support the smooth-running of the house by contributing to the duty rota. Up to four nights overnight "on call" will be required per week
- To be in residence for 48 hours prior to and after the end of each term to assist with the preparation and closing of the boarding house
- To participate in School Inset meetings
- To contribute to the School's extra-curricular and/or boarding provision
- To assist occasionally at whole school events

FOR ALL STAFF

- To promote the aims and values of the School
- To support and protect the interests of the students
- To support colleagues in their work
- To ensure the smooth-running of the School and the well-being of the School community
- To act in accordance with the current legal requirements, School policies and guidance on the safeguarding of children and young people
- To undertake such administrative and supervisory duties as may be required
- To follow the procedures and policies set out in the Staff Handbook
- To promote equality by actively protecting staff and students from discrimination
- To comply with current Health and Safety regulations and best practice

PERSON SPECIFICATION

Experience & Knowledge

- A first degree in music or closely related subject
- Experience of leading musical activities for young people
- Excellent knowledge and understanding of the concepts and skills essential for student success
- Experience of good practice techniques, knowledge of repertoire and demonstrable musical expertise.
- Some experience of working in a residential setting (boarding school, summer school, residential trip) would be an advantage.

Ability & Skills

- The ability to use an imaginative range of strategies to engage and motivate gifted young musicians
- The ability to engage with students and develop positive and meaningful working relationships
- The ability to establish a safe and purposeful working atmosphere in which students feel secure and confident both in lessons and in their boarding houses.
- The ability to work as a proactive member of a team
- The ability to take initiative and solve problems
- Excellent communication, planning and organisation

Personal Attributes

- An ability to inspire students of all levels and abilities
- Enthusiasm, energy and imagination
- Willingness to play a full part in the life of the School
- Commitment to student success
- Personal warmth and the ability to connect with students in a meaningful way