

SECONDARY TEACHER OF MUSIC

JOB DESCRIPTION

Objective of Role

As a Secondary Music Teacher at Doha College, your primary responsibility will be to deliver engaging and high-quality music lessons, fostering a passion for music and promoting the highest standards of learning and achievement. You will support and inspire all students to reach their full potential. As part of our dynamic Music Department, you will also take a leading role in our co-curricular programmes and events, and carry out such other associated duties reasonably assigned by the Director and Assistant Director of Music.

Accountability and Responsibilities

Safeguarding and promoting the welfare of students

- Incorporate the school's vision, mission and core values into normal working practice.
- Be responsible for safeguarding and promoting the welfare of all students that the Class Teacher comes into contact with.
- Follow the reporting procedure contained in the Child Protection Policy with regards to raising concerns about the welfare of any student.
- Act in accordance at all times within the school's policies and procedures, including but not limited to, the Standards of Conduct Policy, Health, Safety, Security and Environment Policy and the Human Resources Policy Manual.
- Ensure that the School Nurse is made aware of any medical problems a student may have.

Teaching and Learning

- Incorporate outstanding teaching and learning into teaching practice and structure lessons in a way that allows our learners to reach high levels of educational performance.
- Plan and teach and develop music lessons, and sequences of lessons, to the classes assigned to within the context of the school's plans, curriculum and schemes of work.
- Ability to teach at the KS4/5 level would be advantageous
- Assess, monitor, record and report on the learning needs, progress and achievements of the students.
- Participate in arrangements for preparing pupils for internal and external examinations.
- Provide opportunities for independent learning.
- Provide opportunities for practical work, investigation and research.
- Make provision for students of differing ability in all subjects and formulate and use IEPs where necessary.
- Create a stimulating class environment which promotes effective teaching and learning and of which students can feel ownership.
- Provide opportunities for the use of digital technology within the curriculum.
- Ensure that all classroom practice is in accordance with school policy and procedure.



- Monitor the progress of students by on-going assessment and record keeping.
- Use a range of teaching methods and resources to enhance the learning experience for all students.

Classroom Management

- Maintain a well-managed classroom with a good work ethos and good working relationships.
- Create a culture of achievement where students wish to do their best and are rewarded for doing so.
- Unsatisfactory behaviour is handled effectively as per school policy and procedures.

Management and Deployment of Resources

- Ensure classroom resources are organised and tidy.
- Allocate classroom space and time efficiently.
- Ensure adequate time is given to preparation, marking and displays.
- Control and oversee the use and storage of books and other teaching resources provided for class usage

Communication

- Meet with the Director of Music and colleagues as necessary to discuss individual students and their progress.
- Monitor and report to parents on the progress of students within the allocated class.
- Attend parent's evenings or meetings throughout the year as required.
- Assess pupil achievements and progress in accordance with the agreed arrangements.

Professional Development

- Maintain up to date subject knowledge.
- Self-evaluate and review teaching methods, materials and schemes of work.
- Participate in the school's Performance Development Review process and be involved in opportunities for Continued Professional Development, including attending inset.

Additional responsibilities

- Leading school choirs.
- Leading singing and instrumental ensembles.
- Supporting the organisation of whole school music events, performances and visits.
- Any other duties required by the Director and Assistant Director of Music, which is in the scope of the post.
- Participate in the break duty rota.
- Undertake at least one co-curricular activity per academic year for a minimum of 20, one hour long sessions (or more if necessary).
- Undertake cover duties for colleagues as assigned by the Assistant Head.
- Attend weekly staff meetings and contribute to meetings, discussions and management systems necessary to coordinate the work of the school as a whole.
- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values and vision.
- Actively participate in school activities, such as assemblies, plays, concerts, workshops, sports days, trips and visits and fundraising ventures etc.

Teaching staff are expected to work flexibly to enable the effective discharge of their professional duties, including in particular planning and preparation, assessing, monitoring, recording and reporting on the learning needs, progress and achievements of assigned students.



The post holder may be required to attend the college during weekends or holiday periods throughout the year for up to five days for purposes of training (INSET), examination organisation and invigilation, preparation and administration of exhibitions and/or preparation for the forthcoming academic term/year. Such required attendance will be advised to teaching staff before the commencement of the relevant leave period and will not give rise to any entitlement to compensatory leave days in lieu.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a line manager to undertake work of a similar level that is not specified in this job description. This job description may be amended at any time following discussion between the Principal or Head Teacher and member of staff, to be reviewed annually.

Safeguarding

Doha College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening, including reference checks with previous employers and a criminal records check. Teaching staff will also be subject to a Barred List and Prohibition from Teaching Check. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020

Diversity, Equity and Inclusion (DEI)

As an equal opportunities employer, Doha College is committed to a culture of diversity, equity and inclusion. We believe that a diverse staff body reflects and supports the diversity of our students and wider society and leads to a cognitive diversity that promotes excellence in all areas. Teaching staff will also be subject to a Barred List and Prohibition from Teaching Check

PERSON SPECIFICATION

Key Requirements

(E-Essential, D-Desirable)

Qualifications

- Music Degree (BMus, B.Ed. (Music), BA) (E)
- Recognised teaching qualification (PGCE, QTS, iQTS) (E)
- GCSE grade C or above (or equivalent) in English and Maths (E)
- Strong keyboard skills (D)
- Proficiency in at least one other instrument (E)

Experience

- Relevant professional experience teaching the National Curriculum for England (other UK equivalent) up to KS4/5 (E)
- An experienced practitioner with the ability to achieve outstanding standards in subject knowledge and application, use and range of teaching methods including ICT resource, classroom management, differentiation and assessment for learning (E)



- Experience of planning, delivering, monitoring and evaluating lessons and learning as part of a school curriculum (E)
- Some experience working with pupils with additional support needs (E)
- Evidence of continued professional development (E)

Skills, Knowledge and Abilities

- A good understanding of British curriculum strands (E)
- A good understanding of the principles of child development and learning processes and in particular barriers to learning (E)
- Proficiency in the use of ICT and the software programs used in schools and an understanding of how ICT can be used effectively to motivate children to learn (E)
- Ability to create a fun, challenging and effective learning environment (E)
- Effective communication skills (E)
- Highly organised and calm under pressure (E)
- Sensitive, caring and responsive to the needs of young people (E)
- Ability to work constructively as part of a team (E)
- Ability to conduct whole class singing and the playing of instruments (E)
- Ability to lead and produce whole class performances (E)

Personal Behaviours

- Resilient and positive; willing to go the extra mile in the bustling life of a school
- Ability to identify problems and bring creative solutions
- An outstanding communicator who is dynamic and innovative
- Flexible and adaptable, with energy, stamina and enthusiasm
- Be loyal and discreet
- Sensitive, caring and responsive to the needs of young people
- Empathetic, with excellent listening skills
- Kind and inclusive
- Strives for the highest standards at all times

Ethos and School Values

- Committed to operating as an integral part of the school community
- Committed to Doha College's Values, our Vision and Mission
- Possess the desire to get involved in all significant aspects of Doha College school life
- Ability to remain positive, professional, enthusiastic and maintain a sense of humour when working under pressure
- A thirst for knowledge, to develop and improve your subject expertise and teaching skills

