



JOB DESCRIPTION

Job Title:	Visiting Peripatetic Music Teacher – Instrumental Music (Guitar)
Hours:	Term time, Mon-Fri, during school hours with instrumental music sessions for girls, ensemble work and other performances as agreed with the Head of Music & Drama, although flexibility in working arrangements may be requested.
Salary:	£16.23 per session (30 mins).
Benefits:	Contributory pension scheme (subject to auto-enrolment and eligibility earnings criteria).
Responsible to:	Head of Music & Drama
Overview:	A suitably qualified and enthusiastic guitar teacher is required from January 2024 to teach girls across the school from Year 2 – Year 6. A passion for teaching music and a willingness to immerse yourself in the rich curricula and co-curricular music and artistic activities of the school is essential.

Role will include but not be limited to the following duties:

General Responsibilities

Teaching: securing and sustaining effective teaching of music, evaluating the quality of teaching and standards of pupils' achievements, setting targets for improvement and thoroughly preparing pupils to take regular examinations.

- Aiming to raise expectations and get the best out of pupils with varying needs and abilities.
- Ensuring that every pupil receives the best teaching and learning experience.
- Constantly assess the impact of the teaching delivered and modify it appropriately to maximise effectiveness.
- Encouraging interest in the subject through participation in extra-curricular productions or other appropriate activities (e.g. orchestra etc).
- Encouraging high standards of work, drawing attention to achievement through public performances (e.g. musical concerts and other events) as well as through the preparation for graded examinations.
- Designing, setting and managing relevant homework/practice, so that it is a valuable extension of class activities and helps pupils to develop independent learning skills.
- Contributing to pupils' spiritual, moral, social and cultural development through the exploration of a range of musical genres and activities.

- Ensuring reports are individualised and meaningful, providing a valuable form of communication. Annual full reports are currently required for each pupil.
- All changes to the teacher's published timetable must be with prior agreement from the Head of Music & Drama (including planned staff absence).
- Liaison with the Head of Music & Drama over the need for accompanying for examinations and/or concerts.
- A lesson should be provided even if the pupil forgets their instrument.

Subject Knowledge:

- Keeping abreast of developments in the Music Syllabi specifications.
- Making use of any opportunities for inter-departmental or intra-departmental initiatives and co-operation.
- Keeping abreast of developments in teaching methods and to attend necessary in-service courses by arrangement with the Head of Music & Drama.
- Attendance at INSET training days.

Administrative Expectations

- Liaising with the Head of Music & Drama over matters of timetabling and scheduling of lessons.
- Liaising with the Head of Music & Drama over pupil entries and arrangements for public examinations e.g. ABRSM.
- Providing necessary information to the Administrator to assist in the programming and coordination of musical concerts.
- Keeping up-to-date registers and evidence / records for pupils attendance and following school policy guidelines about any pupil absence.
- Liaising with the Head of Music & Drama over matters of billing for pupils.
- Producing (or arranging for others to produce) articles for the School website and other social media channels.

Professional Conduct

- Work within the guidelines of the Job Description and School Policies
- Not to put the School into disrepute due to their conduct or behaviour
- Commit to and provide availability so that a termly timetable can be published
- For reasons of security, wear/display the identity lanyard provided at all times.
- Work at all times as a supportive and coherent group of professionals
- Within working time, should put the needs of the School and its clients first – e.g. mobile phones are not to be used for any reason during lesson time.
- Complete and return paperwork on time and accurately.
- Provide information as requested within the set timetable
- Be on time and appropriately prepared to do the job
- Follow instructions as appropriate when requested to do so by a line manager
- Attend a non-discretionary annual peripatetic staff meeting as required.
- Attend mandatory whole staff INSET (e.g. Child Protection) as required.

- Dress appropriately reflecting the position of a professional teacher, in line with Stormont School's dress code.
- Take corporate responsibility for the smooth running for the Performing Arts Department and show consideration for others.
- Keep classrooms and practice rooms clean, tidy and free from litter. Report any instances of poor standards to the Head of Music & Drama.

Person Specification

Qualifications and Experience

- Music teaching qualification relevant to the instrument being taught (essential).
- Experience of working in a musical or educational setting (desirable).

Attributes

- Ability to communicate effectively and build effective working relationships with all members of the School community.
- Flexibility in approach to people and working arrangements.
- Ability to work independently and as part of a team.
- Empathy with children and young people.
- Fully supportive of the aims & ethos of an independent girls' day school.

Safeguarding, Discipline, Health & Safety

- Be aware of the safeguarding requirements in place in the School and always abide by them.
- Assist with the promotion of good order and discipline among the pupils.
- Be responsible for taking reasonable care of personal safety and that of pupils, parents, colleagues, visitors, volunteers and contractors.
- Co-operate with the Headteacher, Bursar and members of the SLT to enable the Governors to comply with safeguarding and health and safety duties, reporting any risks or defect to the Bursar.

The School

Stormont School is a highly successful, independent girls' preparatory day school in Potters Bar, Hertfordshire for girls aged 4 to 11 years. Girls are prepared for many of the best senior day and boarding schools in Hertfordshire and London reflecting the high quality of teaching and learning and the opportunities the girls have to flourish. The School has approximately 140 girls and 50 staff.

About the Music Department

Music plays a central role in the life of the School and is led by the Head of Music & Drama with the support of music teachers offering tuition across a wide range of instruments. The department offers a great number of performance opportunities for developing musicians and encourages participation in high profile ensembles including the school orchestra, string ensemble, Rock Band and the Stormont Singers.

Stormont School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.