



**The Froebelian School**  
**Music Leader - Job Description**  
**September 2019 (negotiable)**

**MAIN PURPOSE**

The Froebelian School is seeking to appoint a part time excellent music specialist (approximately 0.6 FTE) to join our lively and thriving school where music is highly valued and is a key part of our performing arts curriculum. The successful candidate will be an enthusiastic musician and teacher who is able to lead and deliver classroom music and singing lessons from Nursery to Year 6 and must be willing to make a wide contribution to the life of this busy, exciting and successful school. The position would suit a teacher with maintained primary or prep school experience. The applicant must have classroom teaching experience and relevant qualifications.

**MUSIC AT THE FROEBELIAN SCHOOL**

Music is a key component of school life and is embedded into every child's education at Froebelian. Our aim is to fire enthusiasm of the musically talented and offer opportunities for all through a structured music curriculum. We provide an enjoyable and engaging musical experience for everyone through a broad curriculum, private instrumental lessons, ensembles and extra-curricular activities. Performance is at the heart of the music programme where all the children are offered opportunities both in and out of the classroom to give a variety of performances from concerts and plays to assemblies and competitions. The school enjoys a dedicated Music Room which is well stocked with a range of keyboards and percussive instruments.

**KEY DUTIES AND RESPONSIBILITIES**

- To maintain and develop Schemes of Work for all year groups from Nursery through to Year 6
- To be familiar with the requirements of the National Curriculum, and the scholarship requirements of those schools for which we may have candidates.
- To plan, prepare and teach class lessons according to the educational needs of pupils
- To assess, record and report on the development, progress and attainment of the pupils
- To attend Parents' Evenings, contribute to consultation notes and write annual summative reports.
- To attend staff meetings and departmental briefings to keep abreast of whole school issues.
- To supervise the work of peripatetic music staff, and provision of support, guidance and advice in this area.
- To be an advocate for music (both in and out of school) to pupils, parents, staff and governors; promoting and running a successful programme of musical events such as concerts, competitions and performances.
- To act as Musical Director for the end of year production; co-ordinating a live band.
- To fulfil the generic duties and responsibilities of a Subject Leader and maintain a Subject Leader folder.
- To contribute appropriately towards future development of the school's music and performing arts provision.
- To demonstrate commitment to continuing professional development.

- To uphold and follow the Staff Code of Conduct.
- To carry out the administrative tasks and duties outlined in the Staff Handbook.

## **DUTIES & ACTIVITIES**

All staff are expected to carry out a range of activities and duties, contributing to the wider school community and the smooth running of a busy and successful school. These may include supervision of pupils at break and lunchtimes outside of teaching times.

### ***Activities***

- To contribute to the extra-curricular activities of the school by running music groups/ensembles which take place regularly at lunchtime or after school.
- To attend FPTA and other school events which may fall outside of normal working hours

### ***Duties***

- General supervisory duties in the playground.

## **TERMS AND CONDITIONS**

- Salary: Dependent on experience.

## **STAFF WELL-BEING**

The Froebelian School enjoys a small close-knit community of staff; colleagues get on well with each other and the atmosphere is warm and supportive. New members of staff are given a mentor on arrival and the Deputy Head oversees the induction process. There is a Performance Review Cycle which includes an opportunity to meet with a member of the Senior Leadership Team.

## **BENEFITS**

- Holidays: normal school holidays, but up to 6 days per year attendance may be required for training and preparation.
- Teachers' Pension.
- Lunch and staffroom refreshments provided during school term time.
- Access to child-care vouchers/tax-free childcare.

## **APPLICATION PROCESS**

Interested candidates should complete the School's standard application form and may include a covering letter of no more than two sides of A4. A curriculum vitae will not be accepted in lieu of an application form. The names of two referees will be required.

Short-listed candidates will be contacted with a view to attending an interview. Once confirmed, referees will be contacted to provide a reference. On the interview day, candidates will have a tour of the school, be asked to teach an observed lesson and undertake an interview.

The Froebelian School is committed to safeguarding and promoting the welfare of children. Because of the nature of this role, it will be necessary for the appropriate level of criminal record disclosure (DBS) to be undertaken before employment commences.



**The Froebelian School**  
**Person Specification: Teacher**

	<b>ESSENTIAL ATTRIBUTES</b>	<b>DESIRABLE ATTRIBUTES</b>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> </ul>	<ul style="list-style-type: none"> <li>• Honours degree</li> </ul>
<b>PROFESSIONAL DEVELOPMENT</b>	<ul style="list-style-type: none"> <li>• Knowledge of current educational practice and issues</li> <li>• Evidence of continuing professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Takes responsibility for their own professional development</li> </ul>
<b>SKILLS</b>	<ul style="list-style-type: none"> <li>• An excellent classroom practitioner</li> <li>• High level of written, oral and communication skills</li> <li>• Ability to communicate effectively orally and in writing to a range of audiences</li> <li>• High level of organisational and planning skills</li> <li>• Works effectively as part of a team, relating well to colleagues, pupils and parents</li> <li>• Ability to demonstrate a commitment to equality of opportunity for all pupils</li> <li>• Ability to investigate, solve problems and make decisions</li> <li>• Management of people and resources</li> <li>• Able to use own initiative and motivate others</li> <li>• Ability to demonstrate high level ICT skills in personal and educational situations</li> <li>• Ability to relate to and empathise with pupils and to develop trusting and respectful relationships with them</li> <li>• Respect for confidentiality of information concerning individual pupils and ability to use discretion in circumstances of disclosure</li> </ul>	<ul style="list-style-type: none"> <li>• Able to offer expertise in a specific subject or area</li> <li>• Ability to teach across primary age range</li> <li>• Commitment to an involvement in extra-curricular activities including residential trips</li> <li>• Evidence of sharing in, and contributing to, the corporate life of the school.</li> </ul>
<b>KNOWLEDGE AND UNDERSTANDING</b>	<ul style="list-style-type: none"> <li>• Knowledge of the provisions of the national curriculum; development matters and Early Years curriculum</li> <li>• Effective use of ICT to support learning</li> <li>• Knowledge of any statutory curriculum requirements and the requirements for assessment, recording and reporting of pupils' attainment and progress.</li> <li>• Full working knowledge of relevant policies/codes of practice/legislation</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of all phases of primary education</li> <li>• Understand the implications of the updated Code of Practice for Special Educational Needs for teaching and learning</li> </ul>
<b>DISPOSITION AND</b>	<ul style="list-style-type: none"> <li>• Positive and optimistic attitude towards school</li> </ul>	<ul style="list-style-type: none"> <li>• Commitment to an</li> </ul>

<b>ATTITUDE</b>	development <ul style="list-style-type: none"> <li>• Open-minded and receptive to new ideas, approaches and challenges</li> <li>• Places high priority on effective team working and works easily and comfortably in a team environment</li> </ul>	involvement in extra-curricular activities including residential trips <ul style="list-style-type: none"> <li>• Evidence of sharing in, and contributing to, the corporate life of the school.</li> </ul>
<b>OTHER CONDITIONS</b>	<ul style="list-style-type: none"> <li>• School operates a no smoking policy</li> <li>• Agreement to the Governing Body undertaking a full DBS check</li> </ul>	

METHOD OF ASSESSMENT(MOA)						
A = Application	I = Interview	L = Lesson	R = Reference	C = Certificate		
SKILLS & EXPERIENCE				Ess	Des	MOA
Qualified Teacher Status				*		C
Meets core professional standards and if appropriate post threshold standards				*		AR
Particular instrumental experience e.g. accompaniment				*		AL
Excellent knowledge of the Music curriculum for Nursery to Y6				*		AIL
Excellent classroom practitioner with an understanding of curriculum and pedagogical issues relating to Music				*		AIL
Creates a happy, challenging and effective learning environment				*		AIL
Strong piano player with the ability to play for assemblies, services and accompany lessons and exams				*		L
High level of written, oral and communication skills				*		I
Ability to communicate effectively orally and in writing to a range of audiences				*		I
High level of organisational and planning skills				*		AI
Works effectively as part of a team, relating well to colleagues, pupils and parents				*		AR
Ability to demonstrate a commitment to equality of opportunity for all pupils				*		ALR
Ability to investigate, solve problems and make decisions				*		A
Management of people and resources				*		AL
Able to use own initiative and motivate others				*		AR
Ability to demonstrate high level ICT skills in personal and educational situations				*		AIL
Ability to relate to and empathise with pupils and to develop trusting and respectful relationships with them				*		ALRI
Respect for confidentiality of information concerning individual pupils and ability to use discretion in circumstances of disclosure				*		I
Ability to teach across primary age range				*		AL
Commitment to an involvement in extra-curricular activities and residential trips					*	AI
Evidence of sharing in, and contributing to, the corporate life of the school					*	AR

KNOWLEDGE/PROFESSIONAL DEVELOPMENT				Ess	Des	MOA
Knowledge of current educational practice and issues				*		A
Evidence of continuing professional development				*		A
Takes responsibility for their own professional development					*	A
Knowledge of the national curriculum and other current teaching strategies				*		AL

Effective use of ICT to support learning	*		AL
Any statutory curriculum requirements and the requirements for assessment, recording and reporting of pupils' attainment and progress.	*		A
Full working knowledge of relevant polices/codes of practice/legislation	*		A
Knowledge of all phases of primary education (as appropriate)		*	A
Understanding of the implications of the Code of Practice for Special Educational Needs for teaching and learning		*	A

DISPOSITION AND ATTITUDE	Ess	Des	MOA
A creative teacher who can inspire children's interest in Music	*		AILR
Positive and optimistic attitude towards school development	*		I
Open-minded and receptive to new ideas, approaches and challenges	*		I
Places high priority on effective team working and works easily and comfortably in a team environment	*		I
Evidence of sharing in, and contributing to, the corporate life of the school		*	I