

P/T Teacher of Music (0.6 - 3 days per week)

The school is seeking a well-qualified and experienced teacher, with the ability to teach Music at KS3, GCSE and A level. The post is part-time (0.6, 3 days per week).

Classes are small and motivation from the students is high. The successful candidate will work as part of a small team of staff delivering music lessons and individual instrument lessons. The teacher of music will be responsible for all aspects of the curriculum, planning and development of the subject (at KS3, GCSE and A level) within the school. The expectation is that the successful candidate will also take the lead on co-curricular music activity commensurate with a part-time post within the Independent sector.

The post will commence as soon as possible

Job Specification

The post-holder will report to the Head of Creative Arts. They are expected:

- To have a thorough knowledge of the subject and be aware of curriculum developments
- To teach as prescribed, using suitable schemes of work, preparing students for tests and examinations, as appropriate
- To plan lessons in writing which have clear learning outcomes, enable swift progress, foster application and good behaviour, provide for different needs and make use of an appropriate range of methods and resources
- To maintain good order in their classrooms, facilitating the outcomes detailed above
- To maintain records of work covered for each class taught
- To set prep on a regular basis, following the school's prep policy and time-table
- To mark work regularly in accordance with the school's policies and keep detailed records
- To mark coursework in line with specification requirements
- To use predicted grades and departmental targets to track and analyse student performance
- To highlight underperformance to the Head of Creative Arts and tutors and follow the school's sanctions policy when necessary
- To produce assessments and end of term reports in line with school policy
- To monitor students' attendance at lessons and to follow up absences in line with school policy
- To keep rooms and equipment used in good order and report damage or faults
- To notify the Head of Creative Arts and the Deputy Head of any absence, if appropriate, setting work and prep whenever possible
- To ensure that work is available for display around the department and when necessary refresh and update these displays
- To attend faculty meetings, parents' meetings and other meetings as required
- To attend appropriate INSET and other courses as required
- To support the life of Read as an independent boarding school and contribute to the co-curricular life of the school in an agreed way
- To fulfil supervision duties as requested by the Deputy Head

This job description identifies the principal duties of the post. It does not detail every task. According to the development and needs of the post, this job description will be reviewed and updated periodically in consultation with the post holder.

Child Protection

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

This post involves extensive unsupervised contact with children and young people. The school therefore expects from the successful candidate the level and degree of adult leadership of children and young people expected from a teaching role. The successful candidate will be required to undertake several checks including following a fully enhanced Disclosure and Barring Service (DBS) check before taking up appointment.

Interview

The selection process tests and assesses the above. As required by regulation, the interview will be based on 'competency questioning', and where appropriate will address: the candidate's attitude towards children and young people; his/her ability to support the school's agenda for safeguarding and promoting the welfare of children; gaps in his/her employment history; concerns or discrepancies arising from the information provided by the candidate and/or a referee. In addition to the candidate's ability to perform the duties of the post, the interview will also explore related issues including: motivation to work with children and young people; ability to form and maintain appropriate relationships and personal boundaries with children and young people; emotional resilience in working with challenging behaviours; attitudes to use of authority and maintaining discipline.

Application

If you wish to apply for the post, please complete and return the application form and associated declarations, plus covering letter to the Headmaster no later than **noon on Friday 6 October 2017**. You may also enclose your conventional CV if you wish in addition to the application form.

It is expected to hold interviews for this post week commencing **Monday 16 October 2017**.

Dr John Sweetman
Headmaster

September 2017