



GREAT WALSTEAD  
SCHOOL

### Job Description

**Job Title:** Visiting Music Teacher (self-employed)

**Responsible to:** Director of Music

Music is taught to all children from Reception to Year 8 as part of their general education. Pupils in Years 3-6 also partake in an additional year group singing lesson once a week. In class lessons, pupils engage with practical work both individually and as part of an ensemble. A wide variety of styles are taught and pupils are encouraged to love their music whatever their age and level. The emphasis is very much on enjoyment and having fun alongside their peers.

The Music department continues to grow, with larger numbers of pupils taking up first and second orchestral instruments. The Visiting Music Team are integral to the success of the department and inspire daily. In addition to providing school productions and concerts with a live band, our music teachers also provide free taster sessions and class demonstrations to different year groups. Many run their own weekly ensembles where required.

The Department is housed in the School's Performing Arts Centre which comprises a large performance space several practise rooms and excellent resources.

### Main Purpose of role

- To promote Music within the school in conjunction with the Director of Music
- To arrange a timetable of lessons for pupils who are signed up for Music lessons, leading to examinations as appropriate.
- To communicate with parents and pupils – outlining lesson times, requirements and costs relating to lessons.
- To efficiently organise billing and regular communications with parents
- To provide materials for pupils, billing parents as necessary
- To prepare students for showcase performances
- To follow statutory training relating to this role

- To follow school policies, procedures and protocols

### Person Specification

Selection Criteria	Essential	Desirable	Assessment
<b>Qualifications</b>	Qualified Music Teacher		Application form/certificates
<b>Experience</b>	Experience of delivering the Music qualifications	Experience of delivering the Music qualifications within a school environment	Application form/interview/ references
<b>Skills</b>	<p>Excellent interpersonal and communication skills including the ability to relate well to people on all levels with sensitivity, tact and diplomacy.</p> <p>The ability to work under pressure whilst maintaining a sense of perspective and humour.</p>		Interview/ references
<b>Personal Qualities</b>	<p>A love of Music and the desire to share this with pupils with flair, imagination and enthusiasm</p> <p>Strong rapport with children to be able to bring out the best of their talents and potential</p> <p>Able to demonstrate professionalism, integrity and confidentiality at all times (on and off the school premises)</p> <p>An enjoyment of working with and being in the company of young children.</p> <p>Well presented with dress standards and appearance appropriate to the role.</p>		Interview/ references

## **Terms and Conditions**

This is a part-time, self-employed role with hours to be agreed by mutual agreement, depending on pupil demand.

A Peripatetic services contract will be entered which will entail being responsible for their own financial affairs, including fee collection, although some assistance is available from the Director of Music in terms of contact with the parents. Lessons should be billed in advance by the Visiting Music Teacher directly to the parents.

Whilst every effort has been made to explain the main duties and accountabilities of the post, each individual task undertaken may not be identified.

Great Walstead 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 DBS check.

### **Safeguarding responsibilities:**

- This role will involve daily contact with pupils and you will be engaging in regulated activity relevant to children
- All staff and volunteers have a responsibility for promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact.