



## Recruitment Information

# Graduate Music Assistant (Piano)

Employment Status	<b>Part Time (0.5 FTE), Fixed Term</b>
Required From	<b>1 September 2019 to 3 July 2020</b>
Job Location	<b>Whole College</b>
Application Closing Date	<b>Friday 28 June 2019 (1200)</b>
Interview Date	<b>Tuesday 2 July 2019</b>



## WELCOME TO ST DUNSTAN'S COLLEGE

Welcome to St Dunstan's!

We are very proud of this community and believe we offer something genuinely different and exciting for the families and staff who join us. Our Lewisham setting allows us the privilege of working in a diverse and vibrant school that, combined with our co-educational ethos and smaller size, engenders a culture that genuinely cherishes individuality and celebrates open-minded thinking.

Underpinned by a liberal, Christian heritage, we deliberately embellish the values embodied by St Dunstan, using the life of that great polymath to guide our own educational narrative. We are a dynamic institution, encouraging creativity and innovation in all we do. We want all our pupils to embrace the richness of the broad and cutting-edge education we offer here and our staff to be excited by what we are able to provide for the children under our care.

As a Nursery to Year 13 College, we pride ourselves on genuinely knowing our children and families, and we hope that everybody who joins us will feel an important part of this exciting community.

Mr N Hewlett  
Headmaster

# ST DUNSTAN'S COLLEGE

The history of St Dunstan's College can be traced back to 1408, making it one of the oldest schools in the country. It still retains strong links with the City of London, from where it originated. For the last 130 years the College has been located in Catford, within the Borough of Lewisham, in South East London. The location of the College is a key element in defining its identity and the College is proud of its reflection of the diverse and vibrant community in which it is located. The Headmaster is a member of HMC (The Headmasters' and Headmistresses' Conference) and the Head of the Junior School a member of IAPS (The Independent Association of Prep School Heads). The College Leadership Team, chaired by the Headmaster, consists of the Bursar, the Head of Junior School and the Deputy Heads of Senior School. Admission to the College is competitive at all entry points.

St Dunstan's has a truly coeducational ethos, following the admission of girls in 1994, for over 940 pupils aged from 3 to 18 years. The Pre-preparatory Department was established in 1995 and a Nursery followed in 2008. Both now form part of a flourishing Junior School which sits within the College site and, by extension, is an essential component of College identity. Most Junior School children transfer on to the Senior School as a natural transition. Parents like to commit to the whole-College 'family' and a large proportion of parents have more than one child at the College. The social life of the College is therefore an important feature of its ethos and our 'Friends of St Dunstan's' is as important in name as it is in what it achieves.

The College has enjoyed considerable development and refurbishment over recent years, with an investment of several million pounds and a significant programme of capital works planned for the next few years. The relatively recent acquisition of 30 acres of playing fields, just 500 metres away from the College buildings, provides an exciting opportunity for further development on both sites.

The size of the College is small compared to many of its competitors, offering all pupils cohesive community that celebrates individual talents, strengths and approaches to learning and development within a friendly, inclusive and nurturing environment. The diversity of the College is furthered by the inclusion of international students from a whole range of different countries around the world. The College has a particularly special link with Hangzhou, China.

The ethos of the College is welcoming, without pretence, and draws upon the liberal Christian values of its foundation. Relationships between all members of the community are based upon mutual respect and this is well embedded. St Dunstan's is a happy place in which to learn and teach, where great careers are launched and genuine friendships are forged



# THE DEPARTMENT

The Department is led by the Director of Music, and currently staffed by two Graduate Musicians - in-Residence, Head of Junior School Music, Head of Strings (Part-Time), Head of Brass (Part-Time) and Head of Woodwind (Part-Time). The Department is assisted by a team of over 20 Visiting Music Teachers (VMTs) and a full-time Co-curricular administrative assistant.

All pupils study music across Key Stage 3. Our curriculum is creative and not restricted to the National Curriculum. It includes classical, rock and pop, and world music, as well as music technology (Sibelius, GarageBand, Logic software), with an emphasis on practical music making. Over recent years, the subject has grown in popularity at Key Stages 4 and 5. In 2018, 92% of those taking CIE IGCSE achieved Grades 9-7, and all those taking AQA A Level achieved A\*-B.

Beyond the classroom, the Department runs an exciting, varied and busy schedule of weekly rehearsals including more than one Orchestra, many Choirs, and a very wide range of ensembles, chamber groups, and bands. There is a diverse programme of concerts throughout the year, including visits to prestigious venues such as Southwark Cathedral and St Pancras New Church, as well as Chamber concerts in the local area. The Department runs regular Masterclasses with established performers in the industry and for all our instrumental sections. The College holds an annual Festival, showcasing an eclectic and exciting range of music, art, sport and drama from across the College community and in both school and wider public venues. Musicals are a key feature of the College's calendar and recent years have seen productions of Joseph, Guys and Dolls, Parade, Little Shop of Horrors, Made in Dagenham, Hairspray and Chicago.

A significant number of pupils attend junior conservatoires in London and youth orchestras in the local area. Co-curricular music-making is very popular, with nearly 300 individual lessons taking place each week. The subject is also enriched beyond the College with trips and concert visits. Pupils of all ages participate in a wide variety of educational opportunities organised through the Department. Recent highlights have included a 2016 choir visit to perform at St John the Divine and the United Nations in New York, and a 2018 choir tour to Rome, singing at Sant'Eustachio, St Paul's Within the Walls, the Colosseum and the Pantheon, and Mass at St Peter's Basilica in the Vatican.



# THE ROLE

This position is ideal for a dynamic, enthusiastic and ambitious graduate musician and pianist, who would relish the opportunity to make a significant contribution to the co-curricular activities of a thriving, well-equipped Music department across the whole College. The role may also be ideal for graduates that may be interested in a career in classroom teaching, or combine the role as part of a portfolio freelance career. The post is offered on a part-time basis for one academic year until the end of Trinity term 2020. The candidate will have excellent keyboard skills and assist across the wide - ranging co-curricular programme, with the opportunity to lead ensembles based on their own skills and interests. The successful candidate will be an excellent team player who is excited by working in a fast-paced, ambitious and aspirational environment whilst also having the self-belief to work effectively autonomously in this vital part of the College curriculum and co-curriculum.

# JOB DESCRIPTION

## **The Graduate Music Assistant's duties include:**

### General

- Assisting in the running of the College's co-curricular Music programme, including the organisation of concerts, trips and liaising with Visiting Music Teachers
- Developing and fostering own initiatives and ideas for the Department in consultation with the Director of Music (DoM)
- Assist and challenge our students to understand and fulfil their full ambitions in the subject, both in and outside the classroom
- Working as a member of a cohesive departmental team whose members fully share in the work of the department

### Co-Curricular

- Rehearsing and accompanying soloists and ensembles in preparation for concerts, exams and other events
- Assisting the department in the organisation of school concerts and other events, managing certain events as appropriate
- Assisting with the programme for Music Scholars and Exhibitioners, including mentoring select performers
- Running Theory and Aural classes as part of the Forder co-curricular programme

## Administrative

- Administrative tasks and responsibilities as delegated by the Director of Music, including concert and event planning
- Administrative tasks to assist our panel of Visiting Music Teachers
- Organisation and Cataloguing Music Department resources
- Meeting weekly with the Director of Music

## Curriculum

- Assisting with KS4 and KS5 students in preparation for GCSE and A Level performance recitals
- Assisting with Composition clinics

# PROFESSIONAL ATTRIBUTES

The following professional attributes are expected from all staff:

Courtesy, consistency, discretion, energy and stamina, resilience, enthusiasm, flexibility, initiative, sound judgement, patience, integrity and honesty, self-awareness.

# PERSON SPECIFICATIONS

The following Experience and Skills are Essential/Desirable:

<b>Job-Related Skills/Aptitudes</b>	<b>Essential</b>	<b>Desirable</b>
Excellent Keyboard Skills	X	
A passion for the subject and a high level of subject knowledge	X	
A creative, talented and passionate musical performer	X	
Flexibility	X	
A strong work ethic and high levels of personal organisation	X	
An unstinting enthusiasm for the development of first-rate co-curricular Music	X	
A good degree in Music or a strongly related discipline		X
The ability to play another instrument		X
Experience as a Choral Musician		X
Familiarity with relevant music software including Sibelius and GarageBand		X
A proven track record in leading ensembles		X

# THE PACKAGE

**Salary:** £25,000 pro rata

**Pension:** Contributory Pension Scheme ISPS (DC)

**Benefits:** Means-tested tuition fee remission and no registration fees\*  
Private Health Care Insurance (50% paid by employer)  
Free lunch and beverages during term time  
Staff Accommodation (subject to availability)  
Free off road parking  
Reduced health club membership  
Salary Sacrifice Schemes  
Season Ticket Loan  
Free winter and summer social events  
Annual flu immunisation  
Use of College leisure facilities including gym, tennis courts and pool\*\*

*\* Permanent staff members only*

*\*\* Conditions apply*