



# Music Teacher

### Details of the Role

- Teaching Music from Key stage 1 to Stage 3
- Start date: September 2024
- Part-time 0.3 FTE
- Applications should be received no later 9am Wednesday 15 May, early applications are welcomed and we reserve the right to appoint before the closing date
- Interviews will take place week commencing Monday 20th May

### The Appointment

The school is seeking to appoint a forward-thinking, dynamic and innovative individual with excellent interpersonal and organisational skills to the role of music teacher in the Prep School.

The successful candidate will have a willingness to teach pupils from the ages of 7 to 13 years old.

Candidates must be flexible and resilient with a clear passion for supporting every child in reaching their potential. We are looking for a strong team player who is keen to work as part of the Culford team. Our new teacher will lead extra-curricular musical activities and play a part in raising the profile of the department and encouraging creativity.

### Person Specification

The successful candidate will have a clear understanding of life across a busy Pre-Prep and Prep School and be keen to work as part of an enthusiastic and committed team.

### Curriculum

- Be passionate about teaching and try to actively promote pleasurable and successful learning for all pupils so that each pupil is positively encouraged to develop his/her potential to the full.
- Contribute to suitable schemes of work and select appropriate books and materials for pupils, taking into consideration the provision for more able and less able pupils in liaison with the Head of Learning Development.
- 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.
- Maintain records of work covered for each set taught.

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- Give regular feedback on pupils' work and projects in accordance with the school's policies and keep detailed records.
- Monitor and evaluate the effective delivery of your class teaching.
- Keep abreast of the latest developments in teaching within your subject areas and with curricular issues and debate.
- Be fully committed to high standards of assessment and tracking.
- Produce assessments and end of term reports in line with school policy.
- Monitor pupils' attendance at lessons and to follow up absences in line with school policy.
- Contribute to the overall work of the Department as directed by the Head of Department.
- Attend departmental meetings, parents' meetings and other meetings as required.
- Attend appropriate INSET and other courses as required and academic meetings as
- Requested.

### **Pastoral Responsibilities**

- Act as ambassador and professional advocate for the School, with strong personal credibility and the capacity to build relationships.
- Offer activities as part of the extra-curricular programme.
- Pastoral care of pupils in their classes, keeping note of any pastoral issues on iSAMS.
- Monitoring academic progress liaising with the Head of Department and Head, where necessary.
- Liaison with parents in relation to academic matters.
- Attending relevant parents meetings and being available to meet with parents at other times, where necessary.

### **The Person**

Our new colleague will be an inspirational and highly-motivated teacher who can secure the full engagement of their pupils. The successful candidate will have the following qualifications, experience, knowledge and personal qualities:



### Qualifications and Experience

- A good degree and teaching qualification with strong evidence of professional development.
- A high degree of competency and experience of teaching pupils in at least two of the age ranges from EYFS to Key Stage 3.
- An active and competent musician, with experience of playing the piano

### Skills and Knowledge

- A passion for supporting pupils with a professional and motivational approach, demonstrating a clear understanding of what excellence looks like.
- Excellent and effective teaching skills.
- A commitment to, and knowledge of, the safeguarding of children.
- A demonstrable enthusiasm for co-curricular opportunities including sports and the creative arts which are central to life at Culford.
- A research-informed knowledge of current educational issues, covering both academic and welfare matters including up-to-date knowledge of current legislative issues and guidance in relation to working with young children.
- The ability to prioritise with excellent time management and IT capabilities.

### Personal

- Fully supportive of the aims and ethos of an independent school.
- Excellent written, spoken and listening skills.
- A high level of flexibility with a 'can do' attitude and an openness to new ideas and practices.
- Dynamic and approachable, able to put people at ease, reassure, guide, and explain.
- Ability to deal confidently with pupils, staff and parents.
- Understanding the age appropriate needs and concerns of young children and having natural empathy with them.
- Innovative, hard-working, driven and determined.
- Resilient with a good sense of humour.
- The ability to work under pressure and meet deadlines.

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### **How to Apply**

To apply for this position please visit [culford.co.uk/about-us/work-for-us](http://culford.co.uk/about-us/work-for-us). Please complete an application form and write a formal letter addressed to Mrs C Bentley, Interim Head.

Your accompanying letter should be no longer than two sides of A4 and provide additional relevant information to support your application. The application form can be submitted on our website along with a current CV and covering letter.

All information will be treated as strictly confidential.

If you have any questions or enquiries regarding the application process, or would like to arrange a conversation, please ring the Head's PA on: 01284 385382.

The School aims to recruit individuals that share and understand our commitment to child protection and to ensure that no applicant is treated unfairly by reason of a protected characteristic as defined within the Equality Act 2010. All appointments will be subject to pre-employment checks that meet vetting, disclosure and barring requirements.

Applicants should read the Recruitment Selection and Disclosures Policy and Procedure before completing the application form.