

CAYMAN PREP AND HIGH SCHOOL

JOB DESCRIPTION

**Primary School Teacher of Music & Music Leader**

**Purpose:**

* Plan, deliver and develop an effective Music Curriculum throughout the Primary School
* Maintain and develop the Primary School’s choirs, bands and ensembles
* Plan and lead on the coordination of school assemblies and musical events

**Reporting to:** Head of Assessment, Inclusion and Staff Development

**Liaising With:** Primary Leadership Team (PLT), Year group leaders, Class and Specialist Teachers, Learning Assistant Leader and Learning Assistants.

# Main Duties and Responsibilities

* Assume responsibility for long, medium and short term planning and delivery of the Music Curriculum, in line with NC14
* Produce and update half-termly Music curriculum objectives, to provide an overview of the curriculum content in each year group
* Ensure continuity and progression throughout EYFS, Key Stages 1 & 2 and on to Key Stage 3
* Provide differentiated learning opportunities in order to support, meet and challenge the needs of all learners
* Liaise with Heads of Subjects / Year Group Leaders with respect to the inclusion of cross-curricular references in planning
* Assess students’ work promptly, using a range of methods and in accordance with school policies
* Maintain accurate records of students’ progress and attainment, using assessment data to inform instruction
* Raise the profile of the subject throughout the school by displays, staff CPD and parent workshops
* Build and maintain positive relationships with all members of the school community

**Other responsibilities:**

* Manage a whole school Music budget, ensuring effective and efficient use of relevant and up to date resources throughout the department and further school
* Maintain an up to date and detailed inventory of Music resources throughout the school.
* Liaise with peripatetic instrumental teachers and facilitate their participation in school musical events: e.g. string ensemble led by peripatetic string specialist
* Accompany singing in assemblies and musical events
* Demonstrate an understanding and the implementation of a range of strategies to promote
* Direct and teach performance groups such as recorders, choir, orchestra and keyboards. (These activities usually take place during lunchtimes or after school and normal teachers’ duties are waived because of this)
* Direct or substantially contribute to performance events attached to the annual “National Children’s Festival of The Arts”, religious festivals, musical / dramatic productions and concerts
* Forge strong links with peripatetic instrumental teachers and facilitate their participation in school musical events: e.g. string ensemble led by peripatetic string specialist.
* Commit to own continuing professional development by attending relevant meetings / course for Music teachers and local events.
* Undertake other reasonable duties as may be required or designated by the Primary Leadership Team

# All Staff Are Expected To

* Maintain confidentiality at all times, with regard to student information and related school matters
* Support the Christian Principles as well as the aims and ethos of the school, the school’s behaviour code, uniform and other regulations
* Attend and participate in staff CPD sessions, school-based meetings, student performances and extra-curricular activities, where appropriate
* Support and participate in school fund-raising, social events and other related out-of-school activities
* Assist with various duties as assigned by the Principal, according to the needs of the school

This job description will be reviewed annually and may be subject to modification or amendment after consultation between the Principal and the post holder.

Signed:

Post Holder: \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary School Principal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Updated Feb 2018*