## 

# **PLYMSTOCK SCHOOL**

### PERSONNEL RECRUITMENT

###### JOB DESCRIPTION

**JOB TITLE Teacher of Music with responsibility for extra-curricular provision within Performing Arts**

**PAY GROUP** MPR/UPR + TLR 2A

## RESPONSIBLE TO: Head of Faculty

**HOURS OF WORK:** Outlined in the Teachers’ Pay and Conditions Document

**JOB PURPOSE:** To promote the delivery of a high quality provision in music and to widen student experience of the performing arts through an extensive provision of extra- curricular activities.

All teachers work within the statutory conditions of employment set out in the current School Teachers’ Pay and Conditions Document.

Teachers in the upper pay scale can be expected to make a particular contribution to building team commitment in line with the statutory requirement to meet threshold standards.

In particular, teachers at UPR3 will:

* provide a role model for professional practice in the school
* make a distinctive contribution compared with other teachers
* contribute effectively to the wider team

**In addition to meeting all of the teacher standards relevant to his / her stage of teaching, you will fulfil the following role:**

**Leadership and Management**

* Create and maintain effective working relationships by promoting a creative and collaborative working environment
* Contribute to the production of the Faculty SEF
* Keep the faculty up to date with national developments relating to Music e.g. exam board requirements, Government changes
* Meet regularly with the Head of Faculty to report on progress achieved towards current projects and set targets for the next phase of development
* Work with the Head of Faculty on student setting/groupings
* Set cover work in Music due to unplanned staff absence

**Achievement and progress (of all students in Music)**

* Monitor that all groups of students are fulfilling their potential in terms of progress, value added and attainment and coordinate intervention programmes for students.
* Contribute to the Performing Arts Faculty exams analysis document, evaluate performance and action plan for improvement and monitor progress towards targets.
* Quality assure the accuracy of progress grades reported to parents and students
* Monitor that all whole school data input is completed by deadlines
* Monitor that department records are up to date and that teachers are using them to identify underachievement

**Teaching and Learning within the music department**

* Ensure that appropriate teaching and learning strategies are adopted to aid progression for **all** students
* Ensure that assessment is frequent, differentiated to meet the needs of all students, accurate and used effectively to track student progress
* Monitor that student work (including homework) is marked in line with the whole school marking policy
* Design schemes of learning which promote the use of Assessment for Learning, signpost appropriately differentiated learning activities and promote challenging, purposeful and enjoyable lessons which develop students’ ability to work independently.
* Develop a wide range of extra-curricular activities that enrich the student experience
* Ensure that opportunities for literacy and numeracy are fully developed
* Support the HOF with monitoring and evaluating the quality of teaching and learning across the Performing Arts Faculty
* Take the lead within music to provide a range of extra-curricular activities that widen student experience of the Performing Arts.

**Whole school**

* Actively support the development of literacy across the curriculum
* Make a positive contribution to the ethos of the school and to the to the school development plan.
* Support the development of whole school and cross curricular initiatives
* Promote partnerships with parents
* Represent the music department at open evenings, choices evenings etc.

**Additional**

* Follow Health and Safety requirements
* Ensure compliance with Data Protection legislation
* Show commitment to safeguarding and promoting the welfare of children and young people
* Operate within the school’s Equalities policies
* Contribute to the maintenance of a caring and stimulating environment for young people
* Show a commitment to your own professional development

**Review of duties**

The specific duties attached to any individual teacher are subject to annual review and may, after discussion with the teacher, be changed.