**Job Description**

DIRECTORATE: Education & Family Support

**DEPARTMENT:** Bridgend Music Service

**POST:** Music Instructor (Upper Strings)

**GRADE OF POST:** Unqualified Teacher Scale

**RESPONSIBLE TO:** Music Co-ordinator

**JOB PURPOSE:**

To promote instrumental music making in primary and comprehensive schools throughout Bridgend County Borough and as a dedicated instructor to maintain and build on the existing standards of string teaching in our schools.

Carrying out the professional duties in accordance with the Teachers Pay and Conditions Document and other relevant statutory provisions.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

* Teaching performing skills and develop related musical skills, knowledge and understanding using a variety of teaching techniques.
* Providing opportunities for group music making.
* Monitoring pupils’ work, set targets for progress and taking appropriate action where expected standards are not achieved or maintained.
* Assessing and recording pupils’ progress systematically.
* Reporting regularly to parents.
* Maintaining accurate records of attendance at each school.
* Encouraging pupils to attend Bridgend County Youth ensembles and jointly organised residential courses.
* Establishing effective working relationships with head-teachers, heads of music and other staff.

**GENERAL DUTIES**

**Health and Safety**

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](http://www.bridgenders.net/healthandsafety/Documents/Corporate%20Health%20and%20Safety%20Policy%20June%202017.pdf)

**Equal Opportunities**

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

**Safeguarding**

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding and Quality Team or Children’s Safeguarding Assessment Team.

**Review and Right to Vary**

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

## Criminal Records Bureau

This post requires a criminal records check through the Disclosure & Barring Service (DBS)

# Person Specification

**Part time Music Instructor (Upper Strings)**

**The following attributes represent the range of skills, abilities and experiences etc relevant to this position. Applicants are expected to meet the attributes that have been identified as essential (√).**

| Attributes | **Requirements** | **Essential** | **Method of**  **Evaluation/Testing** |
| --- | --- | --- | --- |
| **Qualifications, Education & Training** | * A minimum of grade 8 ABRSM or equivalent on an appropriate instrument. Knowledge of the full range of string instruments is desirable. * Relevant teaching qualification. * Registration with the Education Workforce Council. | (√)  (√) | Production of original Qualification Certificates and application form. |
| **Knowledge & Experience** | * Experience of teaching on the relevant instrument(s) * An excellent practitioner who uses a broad range of teaching and learning strategies to support all pupils in achieving their potential. * Experience of arranging and rehearsing ensembles. * An understanding of wider educational initiatives e.g National Curriculum. * Knowledge of Welsh. | (√)  (√) | Interview, application form and references. |
| **Skills & Personal**  **Qualities** | * Effective communication skills. * Effective management of pupil groups. * Excellent organisational skills. * Good ICT skills. * The ability to plan and manage lessons effectively. * Commitment to raising achievement across the ability range. * The ability to plan and manage extra-curricular activities. * Ability to create a happy, challenging and effective learning environment. * Flexibility in working as part of a team. * Good interpersonal skills. * Enthusiasm and a sense of humour. |  | Interview, application form and references. |