

Culture and Libraries

Early Years Music Teacher Job Description and Person Specification

Job Description

Job Title:	Early Years Music Teacher
Service Area:	Culture and Libraries
Team:	Music Service
Grade:	Depending on Experience
Hours/weeks:	Depending on Service needs
Base location:	John Savage Centre and various locations across the London Borough of Redbridge
Reports to:	Head of Teaching and Learning
Responsible for:	No direct line management but may be responsible for the supervision of trainee and work placement employees on occasion
Role purpose and role dimensions:	To provide instrumental/vocal tuition and/or EYFS music teaching in a variety of settings including individual, group and whole class lessons. Where appropriate, to direct ensembles, lead after school activities and contribute to performances and events put on by schools and the music service. To devise and deliver teaching to groups of EYFS pupils (0-5 years) which includes participation/support from their parent/carer.
Key external contacts:	Families, Schools and EYFS settings in the London Borough of Redbridge.
Key internal contacts:	The Leadership and support teams at the Music Service. Teachers in schools and at the Music Centre. Other departments within Vision RCL and London Borough of Redbridge.
Financial dimensions:	To ensure that all instruments and equipment which is the responsibility of the Music service or schools is taken care of. To ensure that schools get value for money from the service by ensuring that sufficient pupils are recruited and that efficient use is made of time purchased by schools. To work with the RMS office and other departments within Vision to ensure that recruitment to EYFS classes is effective and that classes are viable.
Key areas for decision making:	Curriculum content, signposting pupils and families to appropriate extension activities, assessment and reporting on progress of pupils.
Other considerations:	The music service operates mostly during term times but some evening and regular Saturday work may be required.

Key accountabilities and result areas:	Key elements:
Teaching individual and group lessons in schools.	Using the Music Services resources to ensure that effective lessons are planned and delivered and that pupils are supported to reach their musical potential. Using the music service's assessment procedure including internal exams and contributing to the process for pupils of colleagues.
Contributing where appropriate to the WCET programme.	Working alongside another instrumental teacher and / or member of the school staff to provide whole class instrumental lessons.
Contributing to out of school music making.	The Redbridge Music service operates all weekdays, evenings and Saturday mornings and provides over 40 performances over the year. Opportunities can arise to be involved in teaching more advanced pupils at the Music School, leading after school instrumental clubs or directing ensembles.

<p>Keeping appropriate records and being able to communicate them to the music service, schools and families.</p>	<p>Keeping accurate registers, updating pupils practice books, writing annual reports to parents and being able to work with school music teachers to report on the progress and abilities of pupils.</p>
<p>Attending meetings and training at the Music Service and keeping in touch with your line manager.</p>	<p>Taking responsibility for your own development as a teacher. Attending meetings and INSET days organised by the music service or if these take place on a day when you are unavailable agreeing with your line manager how you will keep up to date with your CPD. (continuing professional development)</p>
<p>Teaching weekly group lessons to Babies and Toddlers (Mini Musicians) and children in Reception and Yr.1 (Music Kindergarten and Young Music Makers)</p>	<p>Leading weekly sessions in separate babies and toddler classes in partnership with another member of music service staff (who may not have EYFS experience). Effectively involving parents/carers in the activities alongside their children. Following a curriculum including lesson plans, recordings and resources with the opportunity to develop this further. You will be responsible for ensuring all equipment needed is organised and available for use.</p> <p>Leading weekly musicianship-based sessions at the music centre using teaching approaches from the Kodaly Method. You will be responsible for devising your own plans using the syllabus provided. These classes may be taught in partnership with another member of RMS staff.</p>
<p>Contributing where appropriate to EYFS curriculum teaching in schools/ EYFS settings</p>	<p>Teaching music to whole classes of Nursery and Reception aged children in partnership with class teachers/school support staff to contribute to the delivery of the EYFS statutory framework.</p>

General accountabilities and responsibilities

The above mentioned duties are neither exclusive nor exhaustive. From time to time the post holder will be expected to undertake any other responsibilities commensurate with the grade and post

The job holder will be also expected to:

To adopt Vision's Values and personal charter

Contribute to deliver Vision's Sustainability Strategy

Comply with GDPR legislation and Vision's Code of Conduct and maintain a high standard of personal conduct, including, honesty and integrity.

Committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. A DBS will be required for all regulated positions.

Committed to fostering a positive and inclusive culture and upholding our values to build a diverse and inclusive workforce which is reflected in the services we provide within our communities

Provide customer service excellence

Responsible for own Health and Safety, those of your colleagues and service users

Person Specification

Job Title	Early Years Music Teacher.	
Method of candidate assessment: A = Application Form I = Interview T= Test Weighting: Essential (E) - Desirable (D)		
Disability Confident: We guarantee an interview for anyone who has a disability as defined in the Equality Act 2010 and who meets “ Essential ” as a minimum job weighting criteria.		
Selection Criteria	A - I	Weighting (E or D)
Education and Qualifications:		
Music Degree or Equivalent	A-I	E
Qualified Teacher Status	A	D
Experience:		
An understanding of the needs of a range of learners in music including those who aspire to a career in performance.	A-I	D
Ability to empathise with colleagues in school and to negotiate effective timetables and processes for ensuring instrumental teaching works alongside the school curriculum.	A-I	D
Experience in the wider work of the Music Service and where appropriate contributing to events and projects.	A-I	D
Teaching EYFS/KS1 music in schools, EYFS settings and/or the community	A-I	E
Skills:		
Effective oral and written communication.	A-I	E
Good IT skills including knowledge of the role of music technology in instrumental lessons.	A-I	D
High level of performance on your main instrument.	A-I	E
Being punctual and well prepared for lessons and ensuring schools and families receive a consistent service.	A-I	D
Ability to adapt and seek positive opportunities in the changing landscape of education.	A-I	D
Ability to sing confidently and lead children and adults in healthy and effective singing activities.	A-I	E
Knowledge:		
Good knowledge of the technical demands of any instrument you are competent to teach.	A-I	E
Good knowledge of musical pedagogy including the effective teaching of musicianship, sight reading and improvisation.	A-I	E

<p>Good knowledge of the National Curriculum for Music and the expectations of the National Plan for Music Education.</p> <p>Knowledge and experience of the role that the arts and culture can contribute to developing a cohesive community, particularly in an area with a diverse and transient population.</p> <p>Knowledge and/or experience of how pupils with additional needs and a variety of cultural backgrounds can be supported to access music education.</p> <p>Knowledge of pedagogical approaches such as the Kodaly Method and their application in EYFS/KS1.</p>	<p>A-I</p> <p>A-I</p> <p>A-I</p> <p>A-I</p>	<p>D</p> <p>D</p> <p>D</p> <p>D</p>
<p>Other job requirements:</p> <p>Ability to report to parents, schools and colleagues about opportunities, challenges and expectations of your pupils.</p> <p>Ability to communicate effectively with parents/carers to ensure engagement and participation.</p> <p>Ability to work with others to ensure that recruitment to EYFS classes is effective and that classes are viable.</p>	<p>A-I</p> <p>A-I</p> <p>A-I</p>	<p>D</p> <p>E</p> <p>E</p>