



GUERNSEY MUSIC SERVICE

HEAD OF STRINGS

MPS/UPS + MA2

JOB DESCRIPTION

AIMS AND PURPOSE OF THE JOB:

Under the direction of the Head of Strings, the postholder will lead the team of String Teachers to drive the progress of all learners, promoting high levels of achievement through inspirational leadership and creativity. The Head of Strings will plan, maintain and develop the Strings scheme of work that aligns with the Bailiwick of Guernsey Curriculum and the demands of exam specifications (where relevant), whilst promoting a love of learning. They will play a significant role in Service improvement and self-evaluation through excellent management of the String Department and through partnership working with Guernsey schools.

The Head of Strings will teach upper strings at primary, secondary and post-16 levels, teaching from beginner to diploma level, inspiring and motivating young musicians in a variety of contexts. They will create a climate for learning within lessons where students are supported through innovative and challenging lessons designed to maximise their potential, develop their independence, seek to address barriers to learning, and promote intellectual curiosity.

They will have the ability and experience to teach in a whole class environment delivering our exciting and inclusive general musicianship programme which draws heavily on the Kodaly method. In addition to this, they will teach individual and small group instrumental lessons, direct orchestras and lead ensembles ranging from string quartets to our Youth Orchestra at our thriving Music Centre.

RELATIONSHIPS:

The Head of Strings is responsible for staff working in the Strings Department and is responsible to the Head of Guernsey Music Service. The postholder will have the ability to maintain productive relationships with pupils, parents and staff.

TEACHING & LEARNING:

- To plan, prepare and deliver lessons that are challenging, engaging and have high expectations of all learners in accordance with an agreed scheme of work. Lessons include Whole Class Ensemble Tuition and infant class teaching.
- To teach upper strings at primary, secondary and post 16 levels.
- To be responsible for long, medium and short term planning that meets the Bailiwick of Guernsey Curriculum Statement which is based on the National Curriculum (England) and that maximises positive outcomes for learners.
- To help prepare for school/college and Music Centre performances as required
- To ensure that students are fully prepared for external examinations
- To contribute to, and take part in, staff concerts for schools
- To set high expectations for learners' behaviour and establish a clear framework that creates an effective learning environment
- To deliver best practice in terms of teaching, learning and assessment that motivates and inspires learners, equipping them with the knowledge and skills needed to achieve at the highest levels
- To monitor and assess the achievement of learners and to record and report their development, progress and attainment in accordance with Service policies
- To make effective use of current technology to enhance teaching and learning and for the purposes of management
- To seek to provide all young people with high levels of confidence and competence and a lasting interest in their learning
- To assist with the planned provision and use of resources necessary to implement the curriculum

KEY AREAS OF RESPONSIBILITY:

- To promote and implement the aims and policies of the Service
- To determine, lead and review the String Department within Service policy and guidelines
- To be an inspirational leader and a key member of the management team under the direction of the Head of Service and to advise on all matters relating to the teaching of Strings
- To initiate and innovate strategic developments for the Strings curriculum ensuring that it is engaging and challenging and enables learners to achieve at the highest level
- To monitor the quality of teaching and learning in the String Department through a range of methods, including lesson observation and other data collection methods
- To be accountable for learners' progress and attainment levels within the String Department, analysing their progress and attainment and agreeing and implementing appropriate intervention
- To ensure that the requirements for entries to public examinations are met and that learners are fully prepared for external examinations
- To analyse and utilise a wide range of data to improve staff and learner performance and interpret the use of data to improve outcomes

- To undertake an annual review and evaluation of the work of the String Department and establish and implement Action Plans
- To ensure all Department staff adhere to school policies and procedures
- To assist in the timetabling and deployment of teaching staff
- To manage the instrument loan scheme, to ensure that they are properly maintained and that an accurate record is kept of the whereabouts of instruments
- To liaise and communicate effectively with all staff and stakeholders as required
- To assist with the appointment of staff
- To undertake appropriate professional duties which may be delegated by the Head of Service
- To audition pupils for senior ensembles and advise on ensemble membership at Music Centre
- Leading the delivery of high quality teaching and learning in the String Department
- The progress and attainment of learners for whom you have responsibility
- Improving and extending professional effectiveness
- Ensuring that staff accountabilities are clearly defined, understood and agreed
- Creating a safe environment for learners and to have concern for their welfare and wellbeing whilst under your guidance

PROFESSIONAL DEVELOPMENT:

- To participate in, and where appropriate, assist with the performance management process
- To undertake the cycle of performance management reviews of the String Department members
- To promote, proactively identify, lead and encourage the professional development of staff
- To be a reflective practitioner, evaluating and improving own practice in order to take teaching and learning forward
- To lead and contribute to the development of the Service by sharing professional learning, expertise and skills with others, and participating in collaborative learning opportunities
- To be well informed of both local and national developments
- To take full advantage of any relevant training and development available and undertake any necessary professional development as identified in the Service Development Plan and the performance management process
- To take responsibility for personal professional development, keeping up-to-date with research and developments in pedagogic theories and changes in curriculum to inform and extend professional practice to secure improvements in teaching and learning

HEALTH, SAFETY AND WELFARE:

1. To comply with policies and procedures on all matters concerning child protection, safeguarding, health, safety and welfare, confidentiality and data protection in accordance Education Services policies and procedures, and the States of Guernsey and to report all concerns to an appropriate person.
2. To directly contribute to making the Service a safe and secure learning environment.
3. To promote positive strategies for challenging prejudice, discrimination and bullying.

KEY CRITERIA:

ESSENTIAL

1. A suitable qualification in music to at least undergraduate degree level.
2. A suitable teaching qualification - QTS is a requirement. If a person does not have QTS, this must be obtained within 4 years of taking on the role.
3. High level performance skills on an upper string instrument and the ability to teach the full range of orchestral string instruments
4. Experience of successfully directing ensembles
5. Inspirational teaching skills and a proven record of securing excellent learner progress in the teaching of string instruments
6. Proven skill at formulating and implementing effective strategies to improve the delivery of high-quality teaching and learning that will motivate learners, equipping them with the knowledge and skills needed to achieve at the highest levels
7. Be able to work as part of a team and to develop and maintain positive relationships with all staff.
8. The ability to use data effectively to monitor the progress and achievement of learners and to inform decisions to enhance teaching and learning
9. Have excellent skills in the use of digital technologies for learning.
10. Be able to communicate positively with parents, carers and other external agencies where necessary.
11. Excellent organisational, administrative and classroom management skills
12. Be able to lead and manage their own work effectively
13. Have excellent time management skills
14. Experience, understanding and skills relevant to the specific responsibilities of the post
15. Current driving licence and own transport

DESIRABLE

1. Ability to accompany pupils on the piano

The above duties are not exhaustive, but the job description is current at the date shown and is a guide to the work the post holder will be required to undertake. This job description may be reviewed and subsequently amended or modified in negotiation with the post holder and should be read in conjunction with the Conditions of Service.