Post title:	Music Centre Instructor
Grade:	Unqualified Teachers Pay Scale
Responsible to:	Music Centre Manager
Staff managed:	Manages a team of specialist professionals
Directorate:	Children and Young People's Service
Service:	Music Service
Job family:	**E - Education/School**
Date of issue:	April 2023

Job context

The Music Service delivers instrumental lessons to pupils across North Yorkshire as well as running six Saturday morning Music Centres where pupils can take part in ensembles. The service is the lead organisation in the North Yorkshire Music Hub and receives a grant from the DfE to deliver the Governments National Plan for Music Education. The role of the Music Centre manager is to run a Saturday morning centre for pupils to work together in ensembles. The manager should promote the centre within the local community and forge partnerships with local organisations as part of the hub.
The post is contracted for 30 Saturdays per academic year from 9:00 until 12:30 each Saturday with overtime payments for all extra time for concerts or other events. A good general knowledge of ensemble direction is required. The successful applicant will be able to direct an ensemble in a way which enthuses the ensemble members as well as demonstrating a good knowledge of rehearsing technique and musicianship.

The applicant needs to be confident with Music Theory and able to write out or transcribe/transpose parts into other keys or for different instruments if required.

Ability to work well with young people and establish a good working rapport is also very important as well as working as part of the team of Music Staff who work at the Music Centre.

The successful applicant will be hard-working and enthusiastic with the energy required to allow ensembles to grow musically and numerically, showing progress through the year.

Job purpose

The core focus of this job is

- **To direct an ensemble and operate as part of the Music Centre team.**
- **To teach small group and/or one to one lessons on a Saturday morning as directed by Music Centre Manager**
- **To encourage any pupils that you teach or have contact with to consider membership of the Music Centre.**
- **To ensure that any new pupils complete the registration forms and that these are referred to the Music Centre Manager**

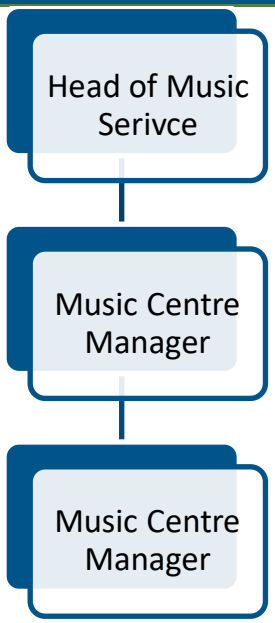
Operational Management:	• To maintain personal expertise and share good practice with others. • To help promote the music centre with schools, pupils and parents when possible
Resource management:	• To maintain registers of the ensemble • To plan and prepare a range of repertoire for the ensemble
Partnerships:	• To work with the music centre manager to identify performance opportunities
Strategic management:	• Plan and implement strategies where a need for improvement is required for an ensemble which you are directing when necessary
Communications:	• To contribute to Music Centre staff meetings, feeding back to the Music Centre Manager as appropriate. • To feedback any parental compliments and complaints to the Centre Manager.
Systems and information:	• To maintain any registers for Music Centre which you are required to complete on a weekly basis
Safeguarding:	• Be aware of and implement your health and safety responsibilities as an employee and where appropriate any additional specialist or managerial health and safety responsibilities as defined in the Health and Safety policy and procedure. • To work with colleagues and others to maintain health, safety and welfare within the working environment.

Person specification:	
Essential	**Desirable**
Knowledge and Experience • Knowledge of effective teaching strategies for ensemble leading e.g. demonstrable conducting skills and rehearsal technique • Knowledge of repertoire for ensembles of different makeup e.g. wind bands, string orchestras. • Experienced conductor and ensemble director. • Ability with regard to the development of musical resources e.g. the ability to compose or arrange for a variety of ensembles	
Occupational Skills • Effective written and verbal communication • Demonstrable interpersonal skills and the ability to motivate in challenging circumstances • Commitment to teamwork and understanding of the role of team member • Ability to use ICT. • Ability to work to deadlines • Ability to help organise events in a range of settings.	
Behaviours • link	

Career progression:

- At NYC we value our employees, and as part of this we can provide wider opportunities to progress in your career. Through discussion with your manager identify areas of interest and consider avenues to progress to them, e.g. apprenticeships and work shadowing/coaching.
- As a large council we have a range of roles, across our services, and can provide a wealth of career and development opportunities to help our employees find fulfilling career development opportunities.

Structure



NB – Assessment criteria for recruitment will be notified separately.

Optional - Statement for recruitment purposes: You should use this information to make the best of your application by identifying some specific pieces of work you may have undertaken in any of these areas. You will be tested in some or all of the skill specific areas over the course of the selection process.