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| Service and job specific context statement |
| **Directorate:** | Children and Young People's Service |
| **Service:** | Music Service |
| **Post title** | Ensemble Instructor |
| **Grade:** | Unqualified Teachers Pay Spine |
| **Responsible to:** | Music Centre Manager |
| **Staff managed:** | None |
| **Date of issue:** | 18 February 2019 |
| **Job family:** | **E - Education/School** |

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| Job context |
| * The Music Service is the Lead Organisation in the North Yorkshire Music Hub, ensuring the delivery of the National Plan for Music Education. The service operates on a traded basis.
* The Music Service offers instrumental tuition to schools and parents throughout the county, ranging from individual to ensemble teaching as well as tuition at music centre on a Saturday morning.
* The role involves providing ensemble direction and leadership to groups on a Saturday morning and at concerts.
* This post requires enhanced DBS clearance.
* This role involves spoken communications so a confident use of English language is required
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| Job specifics |
| * 3.5 hours a week on 30 Saturday mornings with occasional overtime
* The successful applicant will be able to direct both jazz and wind groups. 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.
* 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.
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| **Structure** |

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| Job Description |
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| **Staff managed:** | None |

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| Job purpose  | To deliver effective leadership to an ensemble at the music centre. |
| Operational management | * To direct a wind or jazz ensemble and operate as part of the Music Centre team.
* 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
* To register the attendance of pupils.
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| Communications | * To attend staff meetings / CPD days as directed
* To communicate via email regularly with line manager
* 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.
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| Partnership / corporate working | * To promote the wider work of the North Yorkshire Music Hub e.g. promote County Ensembles and Music Centres to pupils
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| Resource management | * To keep parents fully informed of progress and other matters

through the use of practice diaries * To adapt teaching strategies to fit the needs of learners, preparing differentiated material so as to facilitate effective learning
* To maintain personal expertise and share good practice with others where appropriate
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| Systems and information  | * To register pupils attendance at all rehearsals and concerts.
* To ensure all pupils attending the ensemble are registered members.
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| Strategic management  | * Plan and implement strategies where a need for improvement is required for an ensemble which you are directing when necessary.
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| Safeguarding | * To comply with the County Council’s policies and supporting documentation in relation to Information Governance this includes Data Protection, Information Security and Confidentiality
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| Person Specification |
| Essential upon appointment | **Desirable on appointment** |
| Knowledge* 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.
 | * Understanding of tendering rules and regulations.
* Knowledge of the opportunities for performances both regionally and nationally e.g. Music for Youth Festival
* Knowledge of current guidance and legislation with respect to funding for music services
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| Experience* Proven experience with regard to the development of musical resources e.g. the ability to compose or arrange for a variety of ensembles
* 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
 | * Experience of and commitment to partnership working with other providers, teachers or professional organisations
* Experience of promoting and safeguarding the welfare of pupils
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| 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.
 | * Demonstrate the ability to self-evaluate
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| Professional Qualifications/Training/Registrations required by law, and/or essential for the performance of the role* Graduate or equivalent work related experience
* Grade 8 ABRSM or equivalent instrumental ability on at least one instrument
 | * Degree or post graduate qualification in music / performance
* Ability to teach/play more than one instrument
* Instrumental Diploma e.g. ARCM, LRAM
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| Other Requirements* Ability to travel across the County
* Ability to attend meetings outsideof normal business hours
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| Behaviours  | [Link](http://www.northyorks.gov.uk/article/23524/What-you-should-know-before-applying-for-a-job) |

NB – Assessment criteria for recruitment will be notified separately.