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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 |
| 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 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. |
| 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. |
| Partnership / corporate working | * To promote the wider work of the North Yorkshire Music Hub e.g. promote County Ensembles and Music Centres to pupils |
| 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 |
| Systems and information | * To register pupils attendance at all rehearsals and concerts. * To ensure all pupils attending the ensemble are registered members. |
| Strategic management | * Plan and implement strategies where a need for improvement is required for an ensemble which you are directing when necessary. |
| 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 |
| 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 |
| 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 |
| 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 |
| Other Requirements   * Ability to travel across the County * Ability to attend meetings outside of normal business hours |  |
| 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.