**JOB DESCRIPTION - HEAD OF MUSIC**

**Reporting To:** Director of Music

**Reporting Lines:** Teachers of Music

**Salary:** MPS/UPS plus a TLR of £2,721

**Role Purpose:**

* Provide strong leadership of the subject at Key Stage 3 through to Key Stage 5
* Plan, implement and evaluate the subject curriculum and plan schemes of work modelling, and leading on, the highest quality of teaching
* Raise attainment at Key Stage 3 through to Key Stage 5
* Contribute to our extra-curricular activities, working closely with the Director of Music
* Inspire and motivate students through sharing their passion for Music
* Work with the Director of Music to stage musical productions
* Be a creative, inventive and dedicated classroom practitioner with a real passion for Music
* Love teaching and share out HEART ethos
* Ensure that Turner Schools are places where children thrive and knowledge matters by upholding and modelling the Trust’s values in all aspects of the role.

**Responsibilities:**

* To develop and implement the Academy’s strategy for Music so that it integrates with the major objectives of the school development plan and takes the curriculum forward.
* In conjunction with the Senior Leadership Team ,set strategic targets for teaching and learning in Music.
* To develop and implement partnerships to support the Music curriculum and other activities such that wider expertise enriches the holistic learning experiences of the students and the wider community.
* Designing a broad curriculum in Music that meets the aims of the Academy and the needs of all students.
* Making sure that innovative and appropriate approaches to learning are made available to students with specific learning needs, for example: those with a low skill base, hearing or visual impairment and the very able.
* Evaluating the design and delivery of the curriculum for Music, continuously striving to improve all aspects.
* Setting targets for student achievement in Music.
* Monitoring and evaluating progress towards meeting student achievement targets.
* Ensuring that there is an effective assessment, recording and reporting system of student progress.
* Regularly monitoring of the external and internal environment so that appropriate ICT initiatives continue to influence and improve learning for students.
* Setting long term and short term budgets for resourcing the Music Department appropriately and effectively.
* Monitoring actual spend against forecasted spend.
* Making sure that ‘Best Value’ principles are applied to all appropriate purchasing decisions.
* Evaluating use of financial resources to ensure that desired outcomes are met.
* Advising the Director of Finance of potential additional funding for Music and assisting with the bidding process.
* Exploiting business opportunities to improve the resources of the Music Department.
* Adopting a strong, caring and flexible leadership style so as to influence and motivate colleagues and students to achieve their objectives and those of the Academy.
* Creating an environment of open-mindedness, fairness and harmony between groups and individuals.
* Working proactively with the Senior Leadership Team to create an open, valuable working relationship that thrives on using the knowledge and expertise of individuals and groups to produce optimal outcomes.
* Implementing the performance development and management processes so as to provide a positive framework for colleagues development and achievement.
* Assisting the Senior Leadership Team to ensure that a significant colleagues development programme is designed and implemented. This will be structured and relevant, taking into account the development priorities of the Academy and those of individual members of colleagues. It will be visibly linked to the outcomes of the performance development and management process.
* Ensuring that all colleagues, including short and long term temporary colleagues, receive departmental induction and fully understand all relevant policies and their implementation.
* Monitoring and evaluating attendance and absence management policies for Music colleagues and students.
* Ensuring that the policies and processes in-place for assessing students and for setting, monitoring and evaluating attainment goals for students are implemented by all departmental colleagues.
* Creating an environment where there is visible acknowledgement that everyone’s contribution is valued.
* Developing initiatives to outreach to the community.
* Assisting the Senior Leadership Team to create and implement ways of actively involving parents in the learning process.
* Networking with secondary schools in Folkestone to share best practice.

**Personal Qualities and Attributes:**

This position requires the following personal qualities and attributes:

* Ability to contribute towards the Academy’s and the Trust’s vision and ethos. This position must enjoy completing their work in a professional and positive manner, relish solving problems and take pride in helping people.
* Ability to demonstrate academic ambition for all students; a genuine passion and belief in the potential of every student.
* Determination to improve standards and outcomes in non-selective education on the south-east Kent coast.
* Interest in playing a part, through education, in the re-generation of Folkestone.
* High ethical standards.
* Strong interpersonal, written and oral communication skills.
* Motivation to improve standards and achieve excellence.
* Ability to demonstrate honesty and integrity.
* Excellent organisational skills.
* Ability to work collaboratively with partner schools in the Trust and beyond.
* Ability to communicate effectively, professionally and in a friendly manner with colleagues, pupils/students and parents and external agencies.
* To be an ambassador for the Academy in dealing with external persons, and to be an admired and respected member of the team by internal colleagues and pupils/students.
* To enjoy helping others and be able to resolve any issues in a professional, calm and measured manner.

**Qualification Criteria:**

* A strong academic track record to degree level and above;
* To hold Qualified Teacher Status (QTS);
* Evidence of ongoing Continuous Professional Development.

**Other Duties:**

* To comply with individual responsibilities, in accordance with the role, for health and safety within the workplace.
* Share the Trust’s and the Academy’s commitment to safeguarding and promoting the welfare of all young people through having knowledge of Government guidelines and safeguarding policies as appropriate within the Academy.
* Ensure that all duties and services provided are in accordance with all Turner Schools policies and the Academy’s procedures in line with colleagues code of conduct/professional expectations.
* To undertake training as necessary.
* To actively engage in the performance development and management process.
* To be willing and enthusiastic in engaging with continuous professional development.
* To undertake any other duty as specified by the Senior Leadership Team not listed above.
* To be a key part of the life of the Academy community, to support both the values, vision and ethos of the Academy and the Trust, and encourage students to follow this example.

All job descriptions may, following consultation with you, be subject to change to reflect or anticipate changes in the job, which are commensurate with the salary and job title. Employees are expected to comply with any reasonable request from the Senior Leadership Team to undertake work of a similar level that is not specified in this job description. Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

Turner Schools will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.