

Visiting Music Teacher (Viola)

Job Description	
The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.	
Summary of the role	<p>Job Title: Visiting Music Teacher</p> <p>Department: Music Department</p> <p>Job Purpose: To teach individual students at all levels the instrument (or singing) in which you specialise</p> <p>Reporting Line: Director of Music</p> <p>Supervisor: Head of Instrumental Department</p> <p>Hours: The working hours are based on the demand from time to time for tuition of pupils for the relevant musical instrument. The post-holder will be required to work as necessary to complete the job (subject to the Working Time Regulations 1998)</p>
Main duties and responsibilities	<p>This job description does not form part of the contract of employment and may be varied in accordance with the demands of the appointment.</p> <p>The main duties and responsibilities of the Visiting Music Teacher are as follows (this list is not exhaustive):</p> <ul style="list-style-type: none"> • To teach individual students at all levels the instrument (or singing) in which you specialise • To prepare students for practical music exams where appropriate, covering all aspects of the exam content (pieces, scales, technical studies, sight-reading, aural) • When required teach a small group • To maintain a practice record book which pupils will take home to inform parents of targets and progress • To write bi-annual reports for students and maintain records of individual's progress

	<ul style="list-style-type: none">• To provide accurate pupil lists and timetables as agreed with the Head of Department• To attend parents' evenings
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You may also be required to undertake such other comparable duties as the Trust requires from time to time.

Person Specification – Visiting Music Teacher

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	Essential These are qualities without which the Applicant could not be appointed	Desirable These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	Method of assessment
Qualifications		Higher Education Training in required Musical Discipline	<i>Certificates</i>
Experience	Successful previous teaching experience		<i>Application form and references</i>
Skills and Knowledge	The ability to demonstrate meaningfully to students at all levels Understanding of and commitment to safeguarding responsibilities	First class performance skills in specialist instrument/singing Competent keyboard skills for accompanying	<i>Application form, references and interview</i>
Personal competencies and qualities	Assertive, positive and helpful approach Able to communicate effectively with pupils, parents and colleagues Able to work unsupervised and use initiative Self-motivated with the ability to manage and organise own time and resources effectively		<i>Interview and references</i>