



JOB DESCRIPTION – Teacher of Oboe

Responsible to: Director of Music

Internal Relationships: Pupils, members of the Music Department (especially the Music Administrator)

External Relationships: Parents of existing pupils, other schools' music departments

The School

Charterhouse was founded in 1611, originally at Sutton's Hospital in London, a beautiful set of buildings similar in style and feel to an Oxford College. The School moved to its present magnificent site near Godalming in Surrey in 1872. Set in a spacious landscape the towering neo-Gothic buildings are an imposing sight. Behind the dramatic nineteenth century façade lies a modern school looking to the future while enjoying its centuries-old traditions. There are about 900 pupils aged 13 to 18, all of whom, except around 60, are boarders. Currently over 70 girls are admitted to the Sixth Form each year and girls will be admitted to year 9 from 2021. The School enjoys outstanding cultural and sporting facilities and an enviable record of academic and all-round achievement.

The Music Department

Music has, for many years, played a major role in the life of the School. Ralph Vaughan Williams was a pupil there, and many pupils have gone on to be accomplished professional musicians, with a regular stream of pupils entering leading universities and music colleges to continue their studies. There are six permanent music staff at the school, and twenty-four visiting instrumental teachers. There are many chamber groups, including string quartets, jazz bands, symphony orchestra and numerous others. At least one group wins prizes almost annually in the National Schools Chamber Music Competition. There are also five choirs, ranging from a concert choir of 120 to an elite chamber choir of 12.

1 - Basic Purpose of the Job

To inspire and develop oboe technique and musicianship.

2 – Main Responsibilities

The School is looking to employ a visiting teacher of oboe to join the current Woodwind team of three who instruct around 50 pupils each week. Pupils are taught classical repertoire and technique, while being encouraged to use this foundation to explore lighter repertoire, according to their taste.

Exams are not compulsory but many pupils choose to take AB exams and a number opt for Guildhall exams.

3 - Supervisory and Managerial Responsibilities

The post involves teaching a prescribed number of pupils on an individual basis, although some degree of flexibility in numbers needs to exist depending on demand. Each lesson or “hash” lasts 40 minutes, although there is a 5 minute break between each ‘hash’ enabling pupils to move within the school.

Pupil Numbers: the School reserves the right to vary the number of hours a music teacher is required to teach at its discretion but normally according to the number of pupils expressing a wish to have individual lessons or in accordance with other factors, such as a decision by the School to engage additional music teachers, or to reallocate pupils between existing music teachers. In accepting the post of Music Teacher, a music teacher accepts the fact that the School cannot guarantee a minimum number of hours work.

4 - Other Responsibilities

Hours of work will take place during Quarter (term) between Monday and Friday from 8.30am to 6.25pm and on Saturdays from 8.30am to 1.25pm. Any request to teach beyond these hours must be made to the Director of Music. When working throughout a year, a music teacher is required to offer between 28 and 30 hashes per pupil per year, ensuring that times of special events are avoided, as publicised by the Director of Music.

As part of your responsibilities covered by the hourly rate, teachers are expected to formulate their own timetables, and to give at least one week’s notice of any alteration to the pupils and the Music Department Administrator. If these requirements are not satisfied it may not be possible to charge a pupil for any hash missed and the music teacher may not be paid for that lesson. A Music Teacher is also expected to keep a register, to report any absences on a weekly basis, and to write termly reports. It is also expected, as with all other school employees, that a music teacher will remain current with any mandatory training, such as Child Protection and health and safety training, as reasonably requested by the School.

5 – Knowledge and Skills Required (to be effective)

ESSENTIAL

Candidates should have appropriate teaching /or equivalent professional qualifications and experience, and have extensive recent relevant teaching / practical experience. It is anticipated that all staff engaged in instrumental teaching will have an active performance and practitioner profile and will be engaged with the development of best practice in musical performance and its assessment, as well as in current developments in pedagogy.

DESIRABLE

Highly desirable to be able to teach at least beginner bassoon. While accompanying skills are not essential, they are desirable.

6 - Other

The Job Holder’s responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the School’s Child Protection Policy Statement at all times. If, in the course of carrying out the duties of the post, the Job Holder becomes aware of any actual or potential risks to the safety or welfare of children in the school s/he must report any concerns to the School’s Designated Safeguarding Lead.

7- Benefits of Employment

Salary Competitive hourly rate

Benefits Travelling expenses are paid at the rate of 45p per mile up to a maximum of 70 miles
Membership of the Charterhouse Club (sports centre)
Inclusion in Personal Accident Insurance Cover
Employee Assistance Programme
School lunches are usually available throughout the year on working days (except when school closes)
Death in Service Benefit
Contributory Pension Scheme

Benefits subject to eligibility criteria:

Subsidised membership of School Golf Club
Cycle to Work Scheme

For any informal queries please telephone Caroline Page, HR Manager, on 01483 291506. For further details and an application form, please visit our website at <https://www.charterhouse.org.uk/about-us/employment-opportunities>

If you are invited to attend an interview this ideally will be conducted in person and the areas which it will explore will include suitability to work with children. This is dependent on the current Covid-19 situation and we reserve the right to move the interview online.

The closing date for applications is 30 October 2020, and the proposed start date is January 2021.

Interviews are planned to be held week commencing 9 and 16 November 2020.