

Job Description and Person Specification Profile

Job Title – Casual Music Tutor
Job ID -
Service – Music Service
Grade – UQ Teachers Pay Scale – point 3-6
Reporting to – Instrumental Manager

The Role

To support Tameside Music Service in delivering a high standard of music education in Tameside

To provide instrumental/vocal/specialist music tuition and experiences to children, young people and adult communities in Tameside

To support Tameside Music Service in delivering the core and extension roles of the National Plan for Music Education as part of the Greater Manchester Music Hub

Main Duties and Responsibilities include

1. To give instrumental/vocal/specialist lessons to pupils on an individual basis, in small and large groups and/or whole classes from ages 0-25
2. To participate in the delivery and/or development of the Whole Class Ensemble Teaching from ages 0-25
3. To plan and prepare resources to aid pupils' learning and progress, using music service and other appropriate systems
4. To monitor, assess and record pupils' progress using music service systems
5. To set and monitor practice work for pupils to undertake outside lessons using music service systems
6. To provide and encourage clear pathways of learning for pupils including school, music service and external activities, workshops, performances, holiday activities
7. Where appropriate, to support music service and schools by attending and contributing to concerts, open evenings and parents' evenings
8. To lead an ensemble/choir/group or other initiative or project as required
9. To offer appropriate advice and guidance to pupils, ensuring they are aware of extended musical opportunities
10. To maintain good discipline, safeguarding pupils' health and safety
11. To maintain familiarity with new repertoire/specialist developments and teaching methods

12. To prepare pupils for concerts, exams, performances, etc.
13. To ensure that instruments and/or equipment is well-maintained, clean and in good working order and to support music service systems for effective resource management and instrumental loan to schools and parents
14. To cultivate links and develop activities which will encourage pupils to continue instrumental tuition
15. To communicate effectively and co-operate with school staff, parents, Music Service staff and other partners, as required
16. To promote the ethos of the Music Service, supporting the realisation of its aims and adhering to the Music Service Handbook
17. To actively recruit pupils using strategies such as roadshows, assemblies, performances, posters, discussions, etc. Support music service marketing strategies such as web sites, newsletters, press publicity etc.
18. To attend and contribute to Music Service meetings and in-service training as required
19. To keep up-to-date and aware of current issues and initiatives in music education and regularly review and evaluate own teaching methods and programmes of work
20. To participate actively in arrangements for personal target-setting, self-review and performance management and to enhance personal knowledge and skills through CPD
21. To work reasonable additional hours and undertake any other reasonable duties that may be required to carry out your role effectively. This will involve working in the evening, at weekends or in school holidays

About You

Your essential qualifications

- High Standard of musical performance/ aptitude in specialism
- Music-related training
- 5 GCSEs (A–C) or equivalent (including Maths and English)

Your essential skills, knowledge and experience

- Experience of teaching instrumental/vocal/specialist music to individuals, groups and/or whole classes
- Experience of working with young people in music-related activity
- Knowledge of different approaches to teaching or facilitating
- Knowledge of specific specialist resources and their application to music tuition
- Ability to lead a group, band or class

- Understanding of how instrumental/vocal teaching fits into the bigger educational picture
- Advanced skills as a performer or specialism such as improvisation or music software
- Knowledge and understanding of the role of Tameside Music Service within the GM Music Education Hub
- Awareness of national initiatives in organisations music education, including the Model Music Curriculum, National Plan for Music Education, Music Mark, ISM to name a few
- Knowledge and appreciation of a wide range of musical genres and traditions
- Confidence to use own voice in teaching
- Able to work as part of a team
- Self-directed and capable of taking initiatives
- Able to prioritise work load and meet deadlines
- Effective oral and written communication skills
- Willingness to communicate by email and mobile phone
- A high level of effective organisation and time management skills
- Able to lead, motivate and inspire children and professionals
- High level of interpersonal skills
- Adaptable, flexible and creative in a range of circumstances and organisational challenges
- Flexible working including evenings and weekends
- Ability to travel between different places of work
- A good knowledge and understanding of equal opportunity issues and the ability and commitment to put equal opportunities into practice

If you have the following experience or qualifications – then that’s great!

- Accreditation in teaching
- Music degree, diploma or equivalent experience
- Relevant music education-related training
- Experience of delivering a range of whole class instrumental/specialist/vocal programmes

Our employees' skills, experience and knowledge are essential to our success along with their happiness, commitment, enthusiasm and motivation to be the best they can be.

What can you expect from us?

- A fair salary and benefits
- Opportunities for good health and wellbeing
- Help you to grow, develop and to do your best
- Enable you to be creative and innovative
- Fully involve you in changes that affect you and your work
- Listen, and act on your ideas and feedback

Working together, we are proud to work for Tameside

Our **STRIVE** values underpin our practice and behaviours and are at the heart of everything that we do:

