JOB DESCRIPTION - CHILDREN AND FAMILIES SERVICE

IDENTIFICATION

Post Title:	Music Instructor	Post Ref:
Section:	Instrumental Music Service	Grade:
Responsible to:	Education Support Officer, Arts and Culture	
Responsible for:		

JOB PURPOSE

To teach children and young people from primary school to upper secondary and, in addition, present pupils for SQA examinations.

PRINCIPAL WORKING CONTACTS

Pupils
Teaching Staff
Parents/Carers
Education Support Officer, Arts and Culture
Head Teachers
Principal Teachers of Music
Instrumental Instructors
Outside Agencies

MAIN DUTIES

The postholder will:-

Provide music instruction on an individual/group basis

Teach primary and secondary aged pupils instruments individually and in small groups

Where appropriate, prepare pupils for performance and examinations

Advise and guide pupils and parents on instrumental education

Undertake development of the music curriculum as it relates to instrumental education

Contribute to and support the activities of the Instrumental Music Service

Prepare lessons and courses in instrumental music

Assess, record and report on the work of instrumental pupils

Help organise and participate in school ensemble and musical activity programmes

Work co-operatively as part of a team

Ensure that instruments are maintained in an acceptable condition as appropriate

Maintain good order and discipline and safeguard health and safety amongst pupils and colleagues

Foster relationships with external musical agencies and partner organisations

Contribute to city wide musical activities and participate fully in the musical life of school communities.

OTHER DUTIES

This job description is a broad picture of the post at the date of preparation. It is not an exhaustive list of all possible duties and it is recognised that jobs change and evolve over time. Consequently, this is not a contractual document and the postholder will be required to carry out any other duties to the equivalent level that are necessary to fulfil the purpose of the job.

PERSON SPECIFICATION

POST TITLE: Music Instructor

SERVICE/DIVISION/SECTION: Children and Families - Teaching Staff

	ESSENTIAL REQUIREMENTS	DESIRABLE REQUIREMENTS	METHOD OF ASSESSMENT
PROFESSIONAL/ EDUCATIONAL QUALIFICATIONS	Degree in Music Education/Performance or relevant professional experience Professional music qualifications LTCL or equivalent		Application form
RELEVANT WORK/OTHER EXPERIENCE	Proven and successful experience working with children and young people leading learning Evidence of knowledge of music curriculum development in Scotland Evidence of personal professional development in a wide range of areas	Experience of accompanying Evidence of working with bands and ensembles Professional playing experience	Application form Interview
PARTICULAR SKILLS/ABILITIES	Good organisational skills Excellent and experienced musician Good communication skills (both written and oral) Knowledge of music circuit nationally Knowledge of appropriate repertoire for all stages of pupil development. Ability to work unsupervised Ability to work under pressure Ability to work between multiple ages/stages and across settings	Skilled in the use of music technology	interview You will be asked to play at interview
PERSONAL QUALITIES	Enthusiastic, tactful, tolerant, supportive, decisive and exercises sound judgement		Interview

	ESSENTIAL REQUIREMENTS	DESIRABLE REQUIREMENTS	METHOD OF ASSESSMENT
	Effective team member Inspires confidence Commitment to high achievement Positive and encouraging Relates well to others (pupils, staff, partner agencies, etc)		
ANY ADDITIONAL JOB RELATED REQUIREMENTS	Willingness to keep abreast of professional development Willingness to participate fully in the life of Education Department Arts and Cultural activities Member of PVG Scheme or willingness to become a member of the PVG Scheme with satisfactory Scheme Record and/or Scheme Record Update	Current driving licence (Level 3).	