



Job description: Subject Leader Music (Secondary)

Job details

Salary: Main Pay Range/Upper Pay Range plus TLR2a for subject leader responsibilities

Hours: Full time

Contract type: Permanent

Reporting to: Member of Senior Leadership Team

Responsible for: Music Department Teaching staff

Main purpose

The subject leader will take lead responsibility for providing inspiration, leadership and management for Music to secure:

- › High-quality teaching
- › Effective use of resources
- › Highest possible love of music, learning and achievement for all in the classroom and in enrichment activities across the year groups and across local partnerships.

Duties and responsibilities

Strategic leadership

- › Develop and implement policies for Music in line with our school's commitment to high-quality teaching and learning
- › Promote the subject, its curriculum and extra-curricular programme and opportunities, and the value that it brings across the school
- › Have an excellent understanding of how well the subject is being delivered and the impact it has on student achievement
- › Use this understanding to feed into the school's strategic objectives and produce an annual programme of activities and an action plan for the subject and its future improvements and ambitions
- › Promote students' spiritual, moral, social, cultural, physical and mental wellbeing and progress alongside British values and the key Noadswood belief in 'Fit for Learning, Fit for Life' in the teaching of the subject
- › Consult students, parents and staff about the subject and its effectiveness, and assess the feedback against the school's values, visions and aims
- › Work with the special educational needs co-ordinator (SENCO) to ensure the curriculum matches the needs of different pupils, such as disadvantaged pupils and those with special educational needs and/or disabilities (SEND)

- Promote careers education through the subject and ensure that teaching and learning illustrates how the subject might lead to career opportunities
- Use additional staff in the subject area to ensure there is a framework for deployments and that teaching assistants are deployed effectively
- Liaise with our feeder primary schools on the transition of the subject to secondary school to ensure that progression is built into the curriculum
- Liaise with the local authority (LA) and other local and national organisations within subject groups on subject-related events, projects and activities ensuring a vibrant offer for Noadswood students and a vibrant commitment to partnership.

Leading the curriculum

- Develop and review regularly the vision, aims and purpose for the subject area
- Oversee the planning of the curriculum content, ensuring it is well sequenced to promote pupil progress
- Ensure the planned curriculum is effectively and consistently implemented across the school
- Make sure there is an effective system of assessment that oversees the progress of pupils to ensure the curriculum has a positive impact on pupils' learning
- Have an overarching responsibility for students' achievement, wellbeing, progress and standards in the subject area
- Have an overarching responsibility for students' access to a rich enrichment programme (clubs, ensembles, productions, visits, concerts) and their access to a rich instrumental/singing lesson offer.
- Have a commitment to the whole school assembly programme

Leading and managing staff

- Establish an effective, strong, trusting team and hold regular meetings on the subject to keep staff informed on any developments or changes
- Provide support to staff regarding teaching and learning, resources, and planning in the subject area
- Monitor teaching and learning by visiting lessons, scrutinising books, and talking with students to assess how well the subject area is being implemented and how well it is delivered across the school
- Provide feedback to colleagues based on the above observations to identify training needs and provide continuing professional development (CPD) in the subject area
- Coach and model team teaching
- Liaise effectively with exam boards to ensure that teachers understand and are familiar with the syllabuses that are being delivered
- Support teachers to make accurate assessments, manage internal and external moderation, and complete external moderation exercises
- Take responsibility for performance management for your team, appraising staff in line with the school's appraisal policy
- Contribute to timetabling and manage setting pupils into attainment groups
- Co-ordinate cross-curricular teams in the leadership of concerts, productions and visits.

Efficient and effective deployment of resources

- To be responsible for the Music Department budget, including planning, recording and reviewing expenditure as appropriate.

- Provide leadership of and support to others with electronic equipment, IT, instruments, textbooks and library books in your subject area
- Create a safe, welcoming environment and take care of the classroom accommodation, ensuring classroom displays are stimulating, of high quality, and inspire curiosity in pupils
- Audit, check and manage resources to ensure they are up to date and match pupil and curriculum needs
- Manage the subject budget effectively to ensure it is spent on resources that add value and enhance the learning experience
- Prepare appropriate resources for remote learning to ensure the curriculum can be delivered to pupils learning from home if necessary

Other areas of responsibility

Safeguarding

- Work in adherence with all statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the DSL and the Headteacher to promote the best interests of students, including sharing concerns where necessary
- Promote the safeguarding of all students, adults and visitors in the school

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the subject leader will carry out. The postholder may be required to do other duties appropriate to the level of the role.

Person specification

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> • Degree • Qualified teacher status • Qualifications and/or experience in singing and an instrument essential, and in piano strongly desirable
Experience	<ul style="list-style-type: none"> • Successful experience of subject leadership • Teaching experience • Experience in musical groups/ensembles/choirs/bands

<p>Skills and knowledge</p>	<ul style="list-style-type: none"> • Expert knowledge of the National Curriculum, and of Music and Music Tech curriculum offers • Keenness to implement IT effectively, and a willingness to keep up to date with developments and their integration into musical learning and performance. • Excellent interpersonal skills • Excellent organizational skills when leading trips, concerts, competitions and productions • Understanding of high-quality teaching and learning strategies in the subject, and the ability to model this for others and support others to improve • Awareness of local and national organisations that can provide support with delivering the subject • Ability to build highly effective working relationships with staff and other stakeholders • Ability to adapt teaching to meet all students' needs • Ability to build effective working relationships with pupils • Knowledge of guidance and requirements around safeguarding children • Ability to communicate a vision and inspire others • Ability to manage energy and enthusiasm across a busy school day and vibrant extra-curricular programme • Ability to market Music and the school effectively online, on social media, on our digital presence and via networks • Ability to manage student behaviour and wellbeing needs with a calm, steady presence.
<p>Personal qualities</p>	<ul style="list-style-type: none"> • A passion and commitment to achieving the best outcomes for all students • A strong commitment to the ethos and values of the school • Ability to work under pressure and prioritise effectively • A commitment to confidentiality at all times this is required • A commitment to honest, open, transparent communication with Trustees, leaders, parents, carers, colleagues and students – trust at the heart of all you do. • Unstinting commitment to safeguarding and equality of opportunity

Notes:

This job description is not intended to be all embracing and the post holder shall be required to carry out other duties as necessary and required, commensurate with training and experience, and may be subject to review at any time in careful discussion with the postholder.

Last review date: March 2025