



ENSEMBLE LEADER VARIABLE HOURS CONTRACT - JUNIOR PERCUSSION

Person Specification and Job Description

Location:	Medway Towns Music Centre at Fort Pitt Grammar School Fort Pitt Hill, Chatham, Kent, ME4 6TJ
Line manager:	Head of Programmes
Reporting to:	Medway Towns Music Centre Manager
Hours of work:	Variable hours contract currently offering 1 hour a week, including ensemble session delivery, planning and set-up time Ensemble session delivery - Saturday mornings, 10am-10:40am (30 weeks term time only) There may be future opportunities available for further ensemble leadership
Remuneration:	Pay is on the Kent Music teacher pay scale +20% ensemble rate, currently: Grade 2 (£29.22p/h) or Grade 3 (£30.97p/h) (inclusive of holiday pay), 30 weeks per year plus a contributory pension scheme.
DBS Requirements:	This post is subject to an enhanced check through the Disclosure and Barring Service (DBS)
Interview Process:	Candidates selected for interview will be required to lead a short rehearsal with the relevant ensemble as well as a verbal interview. Any repertoire will be sent out with the invitation to attend an interview
Application process:	Return completed application and Equality & Diversity form to: sfield@kent-music.com You will be required to bring original certificates of relevant qualifications to the interview.
Start Date:	Saturday 9 November, 2019 or as soon as possible.

1 Purpose of the Role

This role requires a well-rounded inspirational ensemble leader with the ability to adapt and deliver ensembles to a high standard, successfully recruit new pupils on an ongoing basis and develop opportunities for progression, in collaboration with Area and Centre Managers.

2 About Kent Music

Kent Music is a music education charity and the lead partner for the Music Education Hub for Kent. The organisation is driven by a core belief that music changes lives.

It does this through the provision of instrumental and vocal tuition in schools, music groups and centres in local areas, community music programmes, Orchestra ONE and advanced level programmes such as the County Youth Orchestra, County Choirs and Wind Orchestra, and the annual Kent Music Summer School.

As the lead partner for the Music Education Hub, Kent Music works closely with partners and schools to: co-ordinate and deliver high quality professional development for all music practitioners across Kent; support schools to embed a culture of the arts; and be an innovative leader that facilitates and provides inclusive and accessible music making for all children and young people.

3 Our Values

- Anticipating, valuing and supporting diversity and difference
- Maintaining high expectations for all learners and staff
- Understanding the needs of children and young people
- Reducing the barriers to engagement
- Keeping creativity at the heart of our thinking
- Embracing openness, collaboration and partnership

4 Main Duties

- 4.1** Plan and lead weekly sessions spanning across the academic year (30weeks) which develop the musicianship and ensemble skills of the young musicians taking part, ensuring that learning is effective and enjoyable and that there is progression in their musical learning.
- 4.2** Plan and direct concerts throughout the year as appropriate, supported by the Area and/or Centre Manager.
- 4.3** Source and/or arrange repertoire as appropriate for the ensemble.
- 4.4** Support participants to contribute to the creative process and to ideas about the ensemble's future development.
- 4.5** Work inclusively with pupils of various abilities understanding the benefits of giving every child the opportunity to learn to play a musical instrument.
- 4.6** Provide opportunities for students to use their voice to develop musical learning and strengthen understanding.
- 4.7** Ensure that rehearsal spaces are well maintained and set up and packed down appropriately and according to Health and Safety guidelines.
- 4.8** Work with relevant Area and Centre Managers to support recruitment from local schools and contribute ideas to marketing plans for the ensembles. Attend Network Meetings when available and where appropriate.
- 4.9** Signpost young people to other relevant ensembles, orchestras and opportunities both locally and across the county.
- 4.10** Promote and ensure positive behaviours among pupils and safeguard their health and welfare in consultation with Kent Music's lead safeguarding and Health and Safety officers.
- 4.11** Be personable, enthusiastic, friendly and professional. Build good relationships with internal and external staff and schools as well as acting as an advocate for Kent Music.
- 4.12** Engage in Kent Music's professional development opportunities, mentoring and quality assurance process.
- 4.13** Maintain and submit accurate registers and communicate with Kent Music Head Office staff in a timely manner.
- 4.14** Other duties as required by the Area and/or Centre Manager.

5 Person Specification

	Essential	Desirable	Tested via*
Qualifications and training			
Relevant music qualification	✓		A
Teaching qualification, e.g. CME, QTS		✓	A
Safeguarding training and knowledge of safeguarding legislation		✓	A/I
Health & safety and First Aid knowledge and training		✓	A
Knowledge, skills and experience			
Demonstrable experience of directing and conducting youth ensembles to a high standard	✓		A/I
Experience of sourcing and arranging appropriate repertoire for an ensemble	✓		A/I
Experience of putting concert programmes together and organising events		✓	A
Willingness to initiate, contribute to and to take part in recruitment activities	✓		A/I
A good working knowledge of instruments relevant to the ensemble	✓		A/I
Experience of using music technology to enhance learning		✓	A
Ability to motivate, enthuse and inspire students of all ages and abilities, with a proactive and positive attitude	✓		A/I
Experience of performing as a musician to a high standard in a variety of genres		✓	A
Confidence in communicating with, and leading a large group of children and young people. Good standard of written and spoken English	✓		A/I
Additional Attributes			
Demonstrable commitment to continuous professional development	✓		A/I
Knowledge of current issues and trends in music education	✓		A/I
Permission to work in the UK	✓		A
Full UK Driving Licence and access to a car		✓	A
*			
A = Application			
I = Interview			

6 Other Information

Travel expenses are payable in line with the Kent Music policy as set out in the Staff Handbook.

Kent Music values diversity and particularly welcomes applications from under-represented groups of the community.

To address barriers we will consider reasonable adjustment and access requirements before, during and throughout the application and interview process. Please alert us in your application to anything we can do to make this process as accessible as possible for you.

All staff will undergo health and safety training as part of their induction. First Aid training will be provided if required.

7 Safer Recruitment Statement

Kent Music is committed to the safeguarding of all its learners and staff. Safeguarding is a priority, with arrangements in place to ensure learners feel and are safe during Kent Music activities.

The learner experience and individual achievement are paramount, and safeguarding initiatives are developed to impact positively upon this. Kent Music ensures safeguarding legislation and guidance are adhered to and taken into account when developing and revising policies, procedures, and associated arrangements. Health and Safety arrangements are in place to ensure adherence to current legislation and guidance.

Applicants will be subject to recruitment and selection procedures designed to emphasise Kent Music's commitment to the safeguarding of its learners and staff. The procedures include questioning at interview stage, verification of appropriate qualifications, acquiring references and necessary safety checks.

Kent Music has a 'Designated Safeguarding Lead' responsible for child protection, supporting staff in carrying out their safeguarding duties and working closely with other services. Kent Music has appropriate policies and procedures in place to deal effectively with child protection and safeguarding issues, together with recording and monitoring processes.

It is a condition of employment that all staff are trained to a level appropriate to their safeguarding responsibilities. Kent Music's trustees, Senior Leadership Team and the safeguarding working group will continue to keep abreast of developments in this area and implement arrangements to continually improve the safety and awareness of its learners, staff and volunteers.