



GORDONSTOUN

Broader experiences, broader minds



Junior School Music Coordinator

Job Description

Introduction

The role of the Junior School Music Coordinator (JSMC) is to lead and deliver the music curriculum, concerts and other musical events at Gordonstoun Junior School. S/he is also an integral member of the Junior School staff and the wider Gordonstoun community. The JSMC reports to the Head of Junior School (HoJS) and the Head of Music (HoM).

Duties and Responsibilities

1. To teach curricular music across Years 1-8 and, subject to experience, as required in the Senior School.
2. To teach instrumental, vocal and ensemble music as required, including leading and accompanying the Junior School's various choirs.
3. To implement, oversee and deliver the Junior School Music Curriculum, wherein every pupil in Y4, Y5 and Y6 learns an instrument in organised groups during class time, in coordination with Gordonstoun's specialist instrumental staff and other members of the Music Dept.
4. To work closely with HoJS to ensure that music teaching, activities and opportunities are in line with the overall aims of the Junior School and support the broader curriculum. To work closely with the HoM, Junior School staff and Music Dept instrumental staff to organise, timetable and run the Junior School music ensembles and activities programme.
5. To liaise with the school chaplain and the HoJS regarding appropriate hymns to be sung at Junior School services and assemblies. Also, to take a weekly hymn practice and to accompany the Junior School in regular chapels and assemblies on piano and/or organ.
6. To be a committed member of the Junior School staff, including full participation in daytime, evening and weekend duty rotas, supervision of school projects, activities and Games sessions, and other academic and pastoral duties as required.
7. To timetable and monitor practice sessions for Aberlour House students, liaising with the HoM and instrumental staff to ensure practice is effective and accommodation is appropriate.

8. To ensure good communication is established and maintained between the Music Dept and Junior School (students, staff and parents). This is a vital part of the job as the JSMC is the first port of call for any Junior School parent contacting the school regarding individual music lessons.
9. To assist the HoM in budgeting for Junior School music events.
10. To work in conjunction with other colleagues in the performing arts team to plan, organise, prepare and oversee the smooth running of Junior School concerts and other events which require musical participation (e.g. the Neil Wylie Memorial Concert or the Junior School Nativity) as well as other events as requested by the HoM and/or the HoJS.
11. To ensure that Junior School pupils are fully prepared for scholarship opportunities as they arise.
12. To work closely with the HoM to ensure that the Junior School pupils are able to make use of Gordonstoun music facilities during the week, evenings, and at weekends.
13. To oversee the fair allocation of musical awards at the Junior School and to organise the roles and responsibilities of Music Captains.
14. To assist the HoM in ensuring that the uptake and ongoing study of instrumental and vocal tuition at the Junior School is strong, balanced and progressive to guarantee future musical success at both the Junior and Senior Schools.
15. To ensure adequate storage, servicing and maintenance of Junior School music equipment.
16. To organise music tours for the Junior School, both within the UK and overseas, as may be deemed appropriate.
17. To enrich the musical experience of the Junior School pupils by organising concert trips
18. To perform whatever additional duties may reasonably be required by the School.

Conditions:

The salary will be at an appropriate point on the Gordonstoun salary scale

Teaching staff are eligible for membership of the Scottish Teachers Superannuation Scheme

These notes are for general information only and the appointment will be subject to signature of formal conditions of employment. Candidates wishing to be considered for this post should complete the school's on-line application form and submit a letter of application outlining why they feel they are suitable candidates for this post to the Headmaster via an email to recruitment@gordonstoun.org.uk

The closing date for receipt of applications is 1700hrs on Friday 29 November 2019.

Interviews will be held on Monday 9 and Tuesday 10 December 2019.