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| **Job Description** |
| **Job Title** | Music Leader |
| **Relationships/Line Management** |
| *Responsible to:* * Headteacher and Deputy Headteachers both directly and via the school's management structure

*Responsible for:** Teaching music across the school
* Co-ordinating whole school musical events and clubs

*Important relationships:* * Pupils and parents
* Other members of staff
* The Governing Body
* The PFTA

*Important External Relationships:** Local education authority staff and in particular the school’s Link Inspector
* Teachers and senior managers in other schools
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| **Main Purpose of Job** |
| * The current School Teachers’ Pay and Conditions document describes duties which are required to be undertaken by teachers in the course of their employment. In addition, certain particular duties are reasonably required to be completed. It is the contractual duty of the post holder to ensure that his/her professional duties are discharged effectively
* This job description sets out the duties to be undertaken and performed to the satisfaction of the headteacher and governing body by the post holder in the role of ‘music leader. The duties set out below are in addition to the overall class teaching requirement.
* The post holder may be required to work outside of normal school hours on occasion (e.g. to attend Full Governing Body and/or Committee Meetings, etc) with due notice.
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| **Specific Responsibilities** |
| * To ensure the full implementation of the national curriculum for music throughout the school
* To lead in the devising of a subject policy and scheme of work to meet the requirements of the national curriculum for music, and the music aspects of the Early Years’ Foundation Stage
* To promote music and musicians through whole school events such as concerts and assemblies
* To undertake responsibility for the selection of resources for the subject, accounting to the headteacher for the expenditure of the delegated budget allocation for the subject, to include expenditure in support of the school resources
* To oversee the management of the subject resources including ICT subject software, ensuring resources are readily available, shared equably, and maintained and stored appropriately
* To promote and facilitate parental involvement in the teaching and display of music across the school environment through a shared school/home approach
* To advise other staff including NQTs, and students on teaching practice, and to lead inset for staff and governors when required to do so
* To be prepared to lead demonstration lessons for other teachers to model effective practice within subject
* To maintain a subject leader file with appropriate information
* To keep pupil progress under review and to make recommendations to the Headteacher, Deputy/Assistant Headteachers, Phase Leaders and other Specialist teachers, where groups are not making the progress expected and provide for possible interventions that may support accelerated progress
* To keep abreast of all developments in the teaching of music including reports from Ofsted and relevant research bodies
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| **Other Responsibilities** |
| * In addition to undertake such duties of a similar nature as may be reasonably directed by the Headteacher from time to time

***Note***:* The duties and responsibilities of the subject element of the post may vary from time to time according to the changing needs of the school. The subject leader section of the job description may be reviewed at the discretion of the Headteacher in the light of those changing requirements and in consultation with the post holder and governing body.
* This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
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| **Signed:** | Debbie Hart |
| **Date:** | March 2022 |