

# The British School

## Music Specialist and Sound Technician (Part Time) - Job Description

<b>Responsible to:</b>	<b>TBC</b>
<b>Job purpose:</b>	Assist and support the development and delivery of a successful instrumental music program, encourage active student participation in a wide variety of musical and performing arts events, and work closely with music staff to ensure an effective whole school approach to the Creative and Performing Arts. Support students and staff with technical skills in recording and sound engineering.

### Main Responsibilities

To be able to teach instrumental lessons to a high standard using a wide range of repertoire and teaching resources, as required by the school in group and individual settings as per the school requirements.
To support/direct music ensembles as directed by the school.
To ensure students gain the appropriate level of musical knowledge, understanding and skills through their learning in lessons and through their experience of group music making.
To support students through exams in their instrument as appropriate.
To advise, encourage and assist in the smooth running of school events and musical opportunities such as assemblies, productions and performances.
To plan and prepare lessons and schedules, both group and individual, in a way which maximises the students' learning potential
To use assessment to ensure that students are learning at the correct level and pace for their age and ability.
To run co-curricular clubs based within the instrumental or vocal specialism (min 1 per term)
To plan, rehearse and stage a performance from within their specialism for each major calendared musical event
To attend and support every music event in the calendar as per school requirements.
To manage the equipment and instruments related to their teaching including storage, basic upkeep and requests for repairs.
To enrich the education of each student through the provision of appropriate musical experiences and to provide skills that will serve the student for future music making, be it for leisure or professional purposes.
To place sound equipment into position as required, install and attach all wires and cables, test it and inversely to pack away after usage.
To manage sound at events by verifying that the equipment is working properly, adjusting volume and controls to suit the size of the room/space and the level of other noise.
To record speech, music, and other sounds on recording equipment and save and share files appropriately.

To report repairs or maintenance required to equipment.
To manage the secure storage and sign out of equipment.
To support other staff in the use of sound equipment including providing training where appropriate.
To inspire a lifelong love and enjoyment of a wide range of musical genres and styles.
To foster self-discipline and social skills necessary for music making.
To work effectively with other staff members when teaching groups of students e.g. Performing Arts Workshops.
To proactively support students in showcasing their learning.
To liaise with parents/carers regarding their children's learning as directed by the school.
To provide occasional support to the academic team in curriculum lessons involving the specialist instrument or music theory as needed
To plan and keep accurate records of lessons, pupil progress and achievement, keep accurate attendance registers and other such records as required by the school.
To maintain a thorough knowledge of teaching methods and differentiate the students' learning according to their needs.
To contribute to strategic planning within creative and performing arts.
To assess, in cooperation with the academic team, potential pupils' suitability for a particular instrument(s).
Promote a positive profile of the School vision to staff, pupils, parents and the wider community.
To fulfil all directed commitments and occasionally other duties, as required by the school.
To attend meetings as directed by the line manager.
To liaise with others in the school including in order to ensure assigned tasks are completed.
To practise and uphold the policies and requirements of the school.

***Other reasonable requests made by the Principal.***

## **Music Specialist and Sound Technician (Part Time)- Person Specification**

<b>Skills required</b>	
To be able to record, edit and mix audio tracks using a recording studio (instruments, vocals etc.)	Essential
Knowledge in setting up microphones, amps, monitors and connecting equipment to a sound desk and skills in problem solving in this area.	Essential
Skilled in using recording software and managing, maintaining and problem solving with both recording software and hardware	Essential
Skilled performer in their instrument	Essential
Confident knowledge of various musical notations and notation software.	Essential
Ability to inspire children to learn effectively and to model excellent teaching.	Essential

Hard-working and dedicated to continuous improvement and communicating successes within and outside school.	Essential
Ability to communicate effectively, both verbally and in writing, with all 'stakeholders', creating a harmonious and collaborative community.	Essential
Excellent organisational and time management skills with the ability to prioritise tasks, work on one's own initiative and react appropriately to competing demands.	Essential
Ability to maintain confidentiality.	Essential
Ability to solve problems, make good judgements and take decisions.	Essential
Awareness of TBS commitment to community work and willingness to contribute to TBS charities and community programmes.	Essential
Awareness of one's own vulnerabilities and 'knowledge gaps; with the mindset to seek feedback, self reflect, develop and improve.	Desirable
Understanding and knowledge of ICT and a willingness to further develop ICT skills.	Desirable
<b>Qualifications</b>	
Recent music teaching experience	Essential
Teaching qualification	Desirable
Experience of working within a successful school	Desirable
<b>Experience</b>	
High level of musical experience and qualifications	Essential
Knowledge of the latest developments in music education	Desirable
Demonstrate knowledge of the London College of Music examination syllabus	Desirable
<b>Personal attributes</b>	
Enthusiastic, hard-working and resilient.	Essential
Calm, flexible, approachable attitude.	Essential
Exhibit confidence with humility.	Essential
Ability to work under pressure, on own initiative, accurately and with attention to detail.	Essential
A sense of humour with the right balance of gravitas.	Essential
<b>Remuneration:</b> TBS Salary Scale (National), dependent on qualifications and experience.	

***The British School Kathmandu is committed to safeguarding children and young people. All post holders are subject to appropriate vetting procedures, including checks with past employers, and a satisfactory Disclosure and Barring Service Enhanced check. Our safeguarding and safer recruitment policies are shared with all prospective candidates. TBS does not discriminate with regard to race, colour, gender, religion, sexual orientation, age, political opinion, or disability.***