



Job profile

Job title - Assistant Manager - Primary Music Lead

Grade – Soulbury Points 1-4/7

Group: Education, Schools and Inclusion

Service: Gateshead Music Service

Location: Dryden Centre

Line Manager: Gateshead Music Service Manager

Car User Status: Casual

Job Purpose; To ensure Gateshead is a place where Everyone Thrives through offering musical experiences appropriate to the needs and aspirations of the community, Council and music service.

The Assistant Manager - Primary Music Lead is a managerial role within Gateshead School Music Service (GSMS) and is responsible for leading and developing music education in primary schools across Gateshead.

You will lead on training and supporting teachers in schools and other settings with best practice pedagogy and through the development of inspiring teaching resources and curriculum.

Working alongside the Music Service Manager, you will establish strategic partnerships with schools, multi academy trusts and cultural organisations to increase opportunities for all children to experience live music, play an instrument, sing, perform and compose. At the heart of this role is a commitment to inclusion and an ability to support schools in diverse communities traditionally less well served than others.

The key roles of this post will include:

1. Training and supporting teachers in schools and other settings with best practice pedagogy and through the development of inspiring teaching resources and curriculum. Working closely with the Music Service Manager and admin team, the role will establish strategic partnerships with schools, multi academy trusts and cultural organisations to increase opportunities for all children to experience live music, play an instrument, sing, perform and compose.
2. Leading on initiatives to increase access to music for children and young people in primary schools, including early stages, whole class ensemble tuition, Music Curriculum, singing and instrumental lessons. Working with teachers and music practitioners to promote the continuation of learning within and across primary schools, the music centre and across transition phases.



3. Building partnerships with and increasing school engagement with core and extension programmes. Supporting schools in developing their own musical culture by delivering training and CPD to school staff in meetings or INSETs.
4. Leading and managing the delivery of GSMS training and CPD programmes, supporting primary non-specialist teachers, peripatetic tutors and music practitioners through inspirational high-quality teaching resources and training sessions. Creating and delivering the annual INSET programme to music practitioners and Music Tutors.
5. Leading on quality assurance performance assessment and quality of provision, including line management and lesson observation processes in accordance with employer policies and procedures.
6. Working with the GSMS team to support schools through the implementation of personalised School Music Education Plans.
7. Working alongside the GSMS team, to recruit and support music practitioners/teachers and share responsibility for managing music practitioners (employees). Also, to support and maintain an appropriately skilled pool of Music Tutors in accordance with Gateshead Council's policies and procedures.
8. Working with the Music Service Manager to plan music education provision and advise the management team of the suitability of placements for teachers and pupils in school settings.
9. Working with Headteachers or subject leaders to advise on school staffing for music provision.
10. Supporting the Music Service Manager in the delivery of the GSMS singing strategy.
11. Modelling best practice in teaching, in both musical and pedagogical terms, across a range of music provision, and as a role model for instrumental and vocal teachers.
12. Working with the Music Service Manager on delivering and curating an inspirational programme of participatory workshops, massed performances and demonstrations in schools to increase awareness of GSMS's programme of activity. Support school music activity for specific events such as Spring Sing, and cross-curricular activities and promote participation in larger performances including GMS ensembles and Schools' concerts.
13. To champion GSMS's inclusive strategy and the ensuring compliance with the BMT Equality and Diversity Policy and as member of the potential Gateshead & South Tyneside Music Education Hub Inclusion Working Group.
14. To be responsible for ensuring the GSMS safeguarding policy is adhered to in all our programmes, and to take a lead role in Safeguarding as the Designated Safeguarding Officer for GSMS.
15. On a day to day basis ensure compliance with, and set an example on, the policies and procedures of Gateshead Council and Gateshead Music Service.



Knowledge & Qualifications

Essential

Knowledge of:

- National strategies for music education
- Current best practice in music education
- IT and technology

Qualifications:

- Music degree or equivalent

Experience of:

- Teaching at all ages and levels
- Evidence of significant experience working in primary music education at a strategic and delivery level.
- Organising and analysing large quantities of information
- Excellent oral and written communication and presentation skills
- Managing staff
- Managing a budget
- Self-evaluation and development
- Liaising with professional organisations and industry professionals

Desirable

Knowledge of:

- Exam board requirements for academic and practical qualifications
- Conducting, leading ensembles or piano accompaniment
- Working in the music Industry

Qualifications:

- MA or higher degree or equivalent
- An education qualification
- Post-qualification experience
- Performance qualification

Experience of:

- Musical performance at a high level
- Contributing to the wider musical community through membership of professional bodies, participation in national and international events etc.



Competencies

Focusing on the Future

Looks ahead, harnesses ideas and opportunities to achieve goals and makes decisions that develop Gateshead Council in the long term.

Building a Shared Vision

Builds and communicates a collective vision of the future.

Facilitating Change

Proactively leads and builds a momentum for change and sees it through.

Organisational Context

Focuses on the community and service users, seeks out partnerships to improve delivery and operates effectively within the political framework.

Personal Impact

Is self-aware, acts proactively, accepts personal responsibility and communicates effectively.

Focusing on Results

Plans and monitors service delivery. Works with others to enhance provision. Strives to provide a quality service and continuously improve delivery.

Leading & Developing Others

Motivates and encourages teams and individuals. Provides direction and feedback and creates a climate of respect.