**JOB DESCRIPTION**

**Job Title Visiting Music Teacher – Organ**

**Reports to Head of Keyboard**

# **GENERAL INFORMATION**

Uppingham School is a co-educational, full boarding school serving 800 pupils aged 13-18. The teaching staff numbers 110. The music department has a long-held reputation for excellence and currently comprises 8 full-time members of staff, two administrators, a graduate music assistant and a total of 48 highly skilled music teachers. The school makes a significant investment in bursaries for music scholars (there are currently 45 music scholars across the school), and many pupils go on to study music at leading universities or conservatoires.

With a proud musical heritage going back to 1865 and the appointment of Paul David, (the first director of music of any school in the country and one with direct links to Mendelssohn, Schumann, Brahms and the violinist, Joachim) music has always been the golden thread that runs through the heart of school. Led by the Director of Music (DoM) and former operatic tenor, Andrew Kennedy, the department boasts a highly qualified team of departmental and faculty heads.

The facilities are first-class: three Music Department buildings include 65 practice rooms, 2 pipe organs and a rehearsal organ, recording studios and state-of-the-art percussion rooms. Many music-specialist groups hold their holiday courses in the school. Concerts take place in a variety of School performing spaces and further afield in venues such as Saffron Hall, King’s Place and King’s College, Cambridge. The Lunchtime Concerts Series regularly attracts 100+ members of the school and local community. Organ masterclasses have been led recently by Anne-Elise Smoot and in May we are running a Royal College of Organists supported study day at Uppingham for budding young players. A number of Uppingham students have gone on to take up organ scholarships at Oxbridge and elsewhere, or to study the instrument at conservatoires. We also run a successful professional concert series with recent visiting artists including, The Sixteen, Tenebrae, The Gesualdo Six, The Swingle Singers, Trio Klein, Laura Van der Heijden and Sheku Kanneh-Mason.

**JOB CONTEXT**

We are seeking an experienced and highly qualified organ teacher of FRCO standard to join our musical team. Whilst the post is primarily a teaching role, for the right candidate there could be additional opportunities to teach some keyboard harmony classes and to get involved more fully in the organ-playing life of the school. A hymn is sung, and an organ voluntary is played at five full-school gatherings each week, including a Congregational Hymn practice and weekly Sunday service. The Chapel organ is very much a focal point around which our worship is centred, accompanying the choral anthems and hymns, and punctuating the entrances and exits of the school officials. Dependent on the candidate’s weekly commitments and geographical location, the post could either simply be that of a visiting organ teacher or could be enhanced to involve a wider musical commitment.

**RESPONSIBILITIES**

* **Teaching** – Organ students of all levels and abilities in an array of styles from lower intermediate up to diploma level as advised by the Head of Keyboard and dictated by the number of Organ students at the school. (For the right candidate we could also offer the opportunity to play for school assemblies/services, accompany the Chamber and Chapel choirs and teach some keyboard harmony classes.)
* **Timetabling -** Producing a weekly timetable on the school digital system and keeping a digital weekly register.
* **Concert Preparation** - Preparing all students for participation in events such as workshops, masterclasses, and school concerts when required.
* **Examinations** - Preparing students for graded examinations, GCSE and A’ Level performances and Organ Scholarships where necessary.
* **General** - Liaising with the Head of Keyboard regarding student progress.
* **Report and Review writing -** Providing timely written assessments/progress reports on each student in line with whole school policies.
* **Workshops/Masterclasses**

Occasionally leading masterclasses and workshops, as requested by the Director of Music and the Head of Keyboard.

*Please note this job description outlines the main duties and responsibilities of the position and is designed for the benefit of both the post holder and Uppingham School in understanding the prime functions of the post.  It should not be regarded as exclusive nor exhaustive as there may be other duties and requirements associated with and covered by the post.*

**QUALIFICATIONS, SKILLS AND EXPERIENCE, PERSONAL QUALITIES REQUIRED**

**Qualifications**

* Significant instrumental teaching experience [necessary]
* Post-graduate conservatoire training [desirable]
* Good honours degree [desirable]

**Skills and experience**

* Experience in teaching a range of ages and abilities [necessary]
* Experience as a professional performer at a high-level [necessary]
* Outstanding track record as teacher [necessary]
* Experience of being able to effectively prepare a pupil’s entry to conservatoire /Oxbridge organ awards auditions [desirable]

**Personal qualities**

* Personable, supportive, and able to motivate, and work within a team [necessary]
* Strong communication skills, both interpersonal and in public [necessary]

**KEY RELATIONSHIPS**

* Head of Keyboard – Line Manger
* Assistant Director of Music, Instrumental
* Music Lessons and Outreach Co-ordinator
* Music Events and Publicity Manager
* Director of Music
* School Chaplain

**Please note: Candidates will be expected to perform (no longer than 10 minutes) in addition to teaching a student.**

**TERMS AND CONDITIONS**

* **Salary**

We offer our VMT’s a competitive hourly rate. In addition, where staff live more than 20 miles away from Uppingham, a mileage allowance is payable for the return mileage from home to Uppingham for each full teaching day.

* **Hours**

Dependent on the number of pupils requiring lessons.

* **Holidays**

The annual holiday entitlement is all School holidays.    No holidays may be taken during term time.  Public and Bank Holidays that fall in term time are normal working days.

* **Benefits**
* Pension
* 50% contribution to premiums for School’s private health scheme
* Free membership of dual-use Sports Centre (£25 annual admin fee)
* Free staff lunches in term-time
* Day School fee discount for children of staff
* Retail and restaurant discounts,
* Cycle to work scheme.
* Free annual ‘flu jabs
* Westfield health care package
* **Safeguarding and Child Protection**

Uppingham School is committed to safeguarding and promoting the welfare of children.  Successful candidates must be willing to undergo full screening in accordance with Keeping Children Safe in Education (KCSiE), including an Enhanced Disclosure and Barring Service check.  Issues relating to safeguarding and promoting the welfare of pupils will be explored at interview.