



**TEACHER OF MUSIC TECHNOLOGY
FULL TIME POSITION
FOR APPOINTMENT IN SEPTEMBER 2020**

INFORMATION FOR CANDIDATES

A message from the Warden

Thank you for expressing an interest in working at St. Edward's - a traditional co-educational boarding school with progressive educational principles, set in the heart of Oxford.

St Edward's is a refreshingly different kind of school – the deliberate emphasis on a broad range of academic abilities on entry creates a community that fizzles with varied interests and enthusiasms. We are one of very few school to successfully offer both A Level and the International Baccalaureate in the Sixth Form, further supporting the diversity of our pupil body.

We want to equip our pupils with the best exam grades they can achieve, and our results and value-add scores show how well we do this; but just as importantly, we believe that education is about the whole person: we emphasise the development of wider learning skills in the class room, complemented by a rich and varied co-curricular programme.

This is a very exciting time for us – we are embarking on an ambitious building programme as the school continues to grow. You can find out more about our academic results and our distinctive ethos on our website <https://www.stedwardsoxford.org/>. You can find a copy of our prospectus [here](#).

About the School

Founded in 1863, St Edward's is an independent, co-educational boarding school for pupils aged 13 to 18 (year 9 to year 13); there are presently 700 pupils, of whom 85% are boarders. Our boy/girl split is 60:40 and overseas pupils make up 15% of our community.

There are 13 boarding Houses, 12 of which have around 60 pupils from all year groups. The school week includes lessons on Saturday mornings, apart from leave weekends or exeats which occur about every three weeks.

The boarding and day arrangements offer flexibility for families: day pupils may leave at 6:30pm or 9:00pm (most opt for the latter), and boarding pupils may choose to go home on Saturdays after sport and other commitments - but with a rich and varied weekend programme, a significant proportion of the boarding community stays in school on Saturday nights.

Pupils take part in a wide range of sports and activities in the afternoons and at weekends. St Edward's has a national reputation for sport: both boys' and girls' teams have been county and regional champions in a variety of sports and at all ages.

All teaching staff play a full part in the boarding and co-curricular life of the school.

About the Arts at St Edward's

In 2006 the School opened The North Wall Arts Centre, a professional theatre and gallery space. The venue offers a fully flexible 200 seat theatre, a public art gallery and studios for dance and drama. The programme of events at The North Wall incorporates the very best contemporary theatre, dance, music, opera, comedy, spoken word and children's theatre, and places an emphasis on new and innovative work. As well as offering an inspiring public programme, The North Wall is home to school drama and dance activities and pupils often get the chance to work with highly skilled professional performers, directors and designers as a result.

There are many crossovers between The North Wall and the School programme itself, the latter hosting its own extremely busy programme of both academic and extra-curricular events during evenings and weekends. The weekend programme is usually based around the School's Hall, but an extensive building programme is currently taking place during and many events will be in outside venues and this may require liaison with churches, theatres or halls, with the candidate managing, planning and giving advice regarding the technical requirements.

The School's Music Department recently moved into a brand new £7 million building, with state of art facilities and a 120-seater recital room. There are 3 purpose-built classrooms, with a suite of Macs running Sibelius, Ableton and Logic, and a sixth form library area for academic work. There are 25 practice rooms, including 7 ensemble rooms to rehearse chamber music. A studio suite enables students and staff to make professional recordings, from the Recital Room, Rock Room or vocal recording booth. There is also a Yamaha Transacoustic piano to enable students to link their piano work with apps and software on iPads and iPhones.

About the role

This is a new full-time role, which incorporates:

- A conventional teaching timetable, taking on the bulk of the teaching for A-level Music Technology, as well as leading technological aspects of the GCSE courses and bespoke Middle School Curriculum technology pathways. There will also be a chance to be part of the team to teach the Shell curriculum, to give every student a chance to experience music tech in their first year in the school.
- The responsibility to manage the music school studios and provide liaison between the full-time team and peripatetic teaching in sound recording and technology; this will include working at preparing students for Grade 1-8 Music Tech in the new Rockscool exams, and enabling students to record and produce their own work, leading sessions to develop skills within a studio setting and monitoring pupil use of the facilities.
- The responsibility to provide technical support and expertise for school events in the music school and new School Hall - providing lighting and sound for major productions, shows and events as required and assisting with School events held in the North Wall under the direction of the North Wall's technical team. This will also include leading a school student crew, and training them as appropriate. The post holder will also need to maintain an up to date knowledge of health and safety requirements for working on lighting and sound.

The work is varied and the variety will be determined, to some extent, by the skills and experience of the post holder.

About the Candidate

Person Specification Characteristics	
A good honours degree from a recognized university	Essential
Educational qualifications (PGCE, M.Ed)	Desirable
An outstanding classroom practitioner	Desirable
Able to work flexible hours, including evenings and weekends	Essential
Passion for the subject	Essential
Experience of theatre technical and recording studio work eg rigging and focusing lights, programming lighting boards, basic sound operation, use of recording software (Logic and Ableton) and microphones	Essential
An understanding of health and safety legislation and safe working practices in a venue and/or educational establishment	Essential
Able to work well as part of a team and to work under direction but also to use own initiative when required	Essential
Knowledge of GCSE Music and A level Music Technology courses	Desirable
Experience of managing events and functions	Essential
Committed to safeguarding children and young people	Essential
Willingness to work within the School's child protection guidance and follow relevant School procedures	Essential
Excellent communication skills (written and spoken)	Essential

Confidentiality and Data Protection

In the course of their employment, staff may have access to confidential information relating to pupils and their families and are required to exercise due consideration in the way they use such information. Staff should not act in any way which might be prejudicial to the School's interest. Information which may be included in the category covers both the general business of the School and information regarding specific individuals. A strict code of confidentiality must be adhered to at all times. The School is registered under the Data Protection Act 1984 and staff must not at any time use the personal data held by the school or disclose such data to a third person.

Child Protection at St Edward's

St Edward's is committed to safeguarding and promoting the welfare of children and young people and we aim to create and maintain a safe environment for our pupils, where they feel respected and supported. We expect all staff to share this commitment and to become familiar with our policies and procedures for child protection and security. All staff are required to apply for an Enhanced Disclosure from the Disclosure and Barring Service.

Health and safety

The School is obliged, so far as is reasonably practicable to provide safe and healthy conditions and safe systems of work for all employees which prevent risk to health, safety and welfare. You are required by health and safety legislation to take reasonable care for your own health and safety and for the health and safety of others. Employees must not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety and welfare in pursuance of any of the statutory provisions.

About the Selection Process

Those candidates whose applications we are pursuing will be contacted shortly after the closing date and invited to interview. At this stage we will take up references unless the candidate explicitly asks us not to contact a referee at this stage.

If we receive a large number of high-quality applications then we may conduct preliminary telephone interviews in advance of a formal interview at the School. The formal interview will involve meetings with colleagues responsible for the various areas of the School's activities. These interviews will seek to assess how well the candidate meets the requirements of the post, and will include an assessment of the candidate's suitability to work with children. Candidates will be asked to teach a lesson and possibly observe a lesson and in turn give feedback to the Deputy Head Academic. They will also be given a tour of the School by a pupil. Candidates will be asked to bring with them to interview any certificates relating to qualifications mentioned on the application form and identity and proof of address documents. Any discrepancies or anomalies in the application form will be taken up at interview. As part of the verification process, a candidate's present and past employers may be contacted, whether or not their name is given as a referee.

If you would like further information about this post, please contact Mr Alex Tester, Director of Music and the Arts, preferably by email: tester@stedwardsoxford.org.

Early applications are encouraged and application forms can be found on the School website: www.stedwardsoxford.org. Completed forms should be emailed or posted to wardenpa@stedwardsoxford.org / the Warden, St Edward's School, Oxford OX2 7NN. Closing date for applications is 15th February 2020. Interview dates to be confirmed but likely to be week of 24th February 2020.