

JUNIOR GUILDHALL

MUSIC COURSE VIOLIN TEACHER

Job Description

Date:	September 2021
Responsible to:	Head of Junior Guildhall & Head of Junior Music Courses
Responsible for:	Teaching Violin Students
Grade:	£44.24 per hour

ROLE

To teach students aged between 10 and 18 to conservatoire entrance level in accordance with the School and departmental requirements and to guide their musical and artistic development.

DUTIES

1. To be responsible for formal scheduled teaching, tutorials and assessment (in relation to assigned students). Included within the hours allocated to this work are the preparation of learning materials, research and other forms of scholarly activity including attendance at meetings and all administration.
2. To monitor the progress and achievement of students throughout their period of study and prepare an annual report for each student.
3. To manage the preparation and participation of assigned students where appropriate in a range of performing activities including concert performances, orchestral and chamber music concerts, internal assessments, outreach performances, masterclasses and workshops, competitions and outside engagements.
4. To participate, if requested, with the Head of Junior Guildhall and other senior colleagues in the auditioning and admissions procedures (for an additional fee).
5. To participate, if requested, with the Head of Junior Guildhall and other senior colleagues as a member of a panel for student assessments (for an additional fee).
6. To contribute to programme and curriculum development where appropriate.
7. To raise the profile of Junior Guildhall by promoting the School in all outside activity and assisting in the recruitment of students of the highest quality.
8. To liaise with other providers of student support services within the School and provide advice to students with special learning needs.
9. To participate, as required, in the administration arrangements of Junior Guildhall.
10. To liaise with other School Departments on collaborative activity where appropriate.
11. To carry out other departmental duties from time to time as agreed with the Head of Junior Guildhall and Head of Junior Music Courses.

HEALTH & SAFETY

To take reasonable care for all health and safety matters concerning myself and those around me, in accordance with the City of London Corporation's Health and Safety procedures.

EQUAL OPPORTUNITIES

To conduct all activities taking account of the City of London Corporation's Equal Opportunities Policy, ensuring that all clients, contacts, students and employees are treated fairly and with dignity and respect. To promote the Corporation's commitment to equality and diversity and to ensure that all students comply with the policy in all their activities.

JUNIOR GUILDHALL MUSIC PROFESSOR
Person Specification

Technical skills, qualifications and experience	Essential	Desirable
• Significant experience of teaching specialism or significant professional performing portfolio	✓	
• Experience of teaching within a specialist musical institution; e.g. junior conservatoire, specialist music school.	✓	
• Performing career.		✓
• Music degree, diploma or equivalent.	✓	

Business Skills		
• Able to communicate well effectively both orally and in writing	✓	
• Able to develop & sustain relationships with Guildhall School colleagues, clients & students	✓	
• Able to work as part of a committed team	✓	
• Able to give regular lessons on Saturdays	✓	
• Able to offer career guidance in music to young people		✓

Personal Skills		
• Ability to motivate and inspire young people	✓	
• Enthusiasm and commitment to Junior Guildhall	✓	
• Ability to prioritise and manage own workload	✓	
• Ability to be logical and able to apply an innovative approach to problem solving	✓	
• Self-motivated, self-starter with a calm and professional approach	✓	
• Efficient, organised & able to meet deadlines	✓	