

**Jordanhill School Instrumental Music Service
Job Description/Duties of the Music Instructor**



The instructor plays a central role in the provision of an efficient and professional music service in Jordanhill School. It is important that the instructor, pupils and parents fully understand the range of skills and qualifications required by instructors to deliver effective lessons.

The general duties and responsibilities of instrumental instructors are outlined below:

General	<ul style="list-style-type: none"> You are responsible for the enhanced musical development of those pupils in the school who are selected for instrumental tuition
Accountability	<ul style="list-style-type: none"> You are accountable in the first instance to the Principal Music Instructor
Particular Responsibilities	<ul style="list-style-type: none"> To teach the full range of instruments expected within specific disciplines to pupils at all stages To create performance opportunities and promote ensemble playing where possible To liaise with the music staff on recruitment of new pupils To teach using a wide range of progressive, stimulating and attractive material To keep abreast of curricular developments relating to music and maintain personal development in the full range of instruments taught To maintain an up to date register and record of work for each pupil To provide pupils with a structured programme of work for the periods between lessons, ensuring that information is incorporated into pupil diaries or workbooks To prepare for and demonstrate forward planning in lessons To deliver pupil reports based on accurate assessments of pupil work and the subsequent recording of such information To ensure that instrumental provision relates closely to the wider music provision in the school To prepare SQA candidates for the practical element of these examinations by advising on the choice of appropriate music and encouraging good practice techniques accompanied by a disciplined approach to learning To prepare pupils for external exams where appropriate and guide towards opportunities for participation in school and wider area ensembles To contribute to the preparation of pupils who wish to undertake tertiary education in music To undertake rehearsals as and when required for school ensembles To undertake parental liaison (by appointment) To attend staff meetings as appropriate Any other reasonable professional duties at the request of the line manager
Professionalism	<ul style="list-style-type: none"> To follow the professional code of conduct at all times and dress accordingly To operate efficiently and effectively demonstrating good time management To ensure prompt return of all administrative matters To undertake continuing professional development