



Aldenham
founded 1597

DIRECTOR OF MUSIC

Information for applicants

September 2019

The School wishes to appoint a Director of Music for September 2019. The appointment comes about with the decision of the current Director of Music to step down from this role before his retirement, even though he will remain within the department for at least one more school year and offer support to the new incumbent. The successful candidate will be expected to teach across the age range and be able to demonstrate both leadership and management qualities in an excellent teaching environment. The Director of Music will also be responsible for the presentation of Music through concerts, small scale performances and competitions, as well as giving opportunities for many pupils in the School to learn musical instruments. Music at Aldenham is given a high priority with every pupil in the School taking part in the House Music Competition which is seen as one of the most important events in the School calendar.

A dynamic, talented and experienced Musician and teacher is required for this position with an ability to lead a department whose work is widely admired and which is popular with pupils at GCSE and A Level. The Department is able to offer pupils a whole range of musical experiences in different forms of music, although the core tradition of the School is in choral and instrumental performance. However, the introduction of an A Level course in Music Technology, alongside the Music A Level has allowed musicians of all enthusiasms to be very well catered for.

We very much hope that the successful candidate will be able to continue to ensure that the profile of music in the School is high and that all pupils can expect to be able to participate in a programme which promotes excellence, whilst encouraging high levels of participation.

Although there is a need for the successful candidate to define some aspects of the role, the following are expected:

Subject Management

The Department has three specialist teachers and 18 peripatetic teachers, as well as a part time Music Administrator. The responsibilities of the Director of Music include:

- The management of people including pupils, classroom and peripatetic teachers, and the administrator
- Curriculum development and implementation
- The organisation and promotion of a range of performance opportunities for pupils of different abilities and in differing musical styles
- Development and management of resources, including equipment and finances
- Communication with pupils, parents, teachers, senior management, governors and with the wider School community, including staff in Aldenham's own and other feeder Preparatory schools.

The successful candidate will be expected to play an important part in full school planning, policy-making and implementation.

Specific management duties are likely to include the following:

- The running of the Music School as an important hub for music within the School
- Management of the Music curriculum.
- Organisation of the teaching of public examination courses: GCSE and A level Music as well as A Level Music Technology.
- Preparation, management and review of the Academic Music and Music Performance budgets on a yearly cycle.
- Taking decisions on the deployment of teachers to classes and the allocation of peripatetic teachers to pupils.
- The promotion of instrumental lessons within the school and the organisation of a programme of lessons given by expert peripatetic staff (whose appointment and assessment is a responsibility of the Director of Music).
- Chairing regular department meetings, producing agendas and minutes/action points.
- Monitoring and developing schemes of work as appropriate.
- Ensuring that the standard of music performance across the school is at a very high level.
- Health and safety within the Department.
- Monitoring the progress of pupils linked to target setting.
- Attending Head of Department meetings.
- Overseeing the internal and external moderation of GCSE and A Level work
- Overseeing and promoting a full music programme, including ensembles and chamber music. This programme should give opportunities for pupils to perform outside the school in the UK and overseas.
- Organising and running the House Music Competition, the Carol Service in St Albans Abbey, the Spring Concert, the Beck Music Competitions as well as smaller events.
- Annually interviewing and reviewing Music Scholarship candidates.

Leadership

Music at Aldenham is a strong area of school life that stimulates students while expecting considerable commitment from them. In addition to the Management functions outlined above, the Director of Music at Aldenham is expected to demonstrate clear leadership skills, through effective teaching, curriculum planning, and the capacity to generate enthusiasm.

The post is an excellent opportunity to play a major role within a successful and important department at Aldenham. The appointment is likely to suit a person with energy, ambition and flair, and who is willing to take on departmental as well as full School responsibilities. The successful candidate is likely to be ICT literate and be able to demonstrate a working knowledge of computer-aided learning within the subject. Pupils are taught in a Music School which includes a superbly equipped classroom with Mac computer technology for 22 pupils.

Applicants are likely to be teachers with experience looking for their next level of responsibility, or perhaps those who already hold the position of Head of Department and are seeking to join an ambitious and forward-thinking School.

Terms and Conditions

The salary for this post will depend upon the qualifications and experience of the candidate and will be discussed at interview. The school participates in the Teachers' Pensions scheme under TPS. Candidates should note that the school is committed to safeguarding and promoting the welfare of children and that all appointments are subject to an enhanced check with the DBS.

The school has a strong commitment to professional development and it is a condition of employment that all members of staff participate in any scheme of appraisal, review and professional development currently operating in the school.

Help is provided with removal expenses and there is a generous scheme for the education of the children of staff. We are a non-smoking establishment and an equal opportunities employer.

Applications (with letter of application, together with the completed application form which will include addresses and telephone numbers of two referees) may be handwritten or word-processed and should outline personal ambitions as well as professional interests. Applications should be addressed to Mr J C Fowler, Headmaster, Aldenham School, Elstree, Hertfordshire. WD6 3AJ.

The closing date for applications is Tuesday, 19 March 2019. Interviews will be held in the week commencing Monday, 25 March 2019 .

The Director of Music, John Rayfield, will be pleased to talk to those seeking further information about the position. Please telephone 01923 858122 or email jerayfield@aldenham.com

Introduction to Aldenham School

The key aims of Aldenham School are to:

- § Encourage each pupil fully to develop his or her intellectual, physical and cultural talents.
- § Emphasise the importance of the social, moral and spiritual dimensions of community life in a modern society.
- § Set appropriate goals to challenge each individual within a small caring community.
- § Recognise and reward personal and collective achievement in a positive learning environment.
- § Nurture in pupils the character and skills with which to meet the challenges of life beyond school.
- § Maintain and develop a team of professional teachers who seek fulfilment in their work through the progress of their pupils.
- § Forge a partnership with parents and the wider community for the further development of the aims and life of the School.

Background to Aldenham School

Aldenham School was founded in 1597 and has remained on the same outstanding site ever since - surrounded by green fields, yet only 12 miles from Marble Arch. It has always been a relatively small school with a very strong boarding ethos and its reputation as an excellent environment for a high quality all-round education owes much to its close knit and supportive community. Central to our educational aims is the achievement of every child's academic potential, but the building of confidence comes equally from participation in sport, music and drama and by meeting the challenge of living and working together within the disciplined community that is at the heart of Aldenham.

The Aldenham Foundation has a shared governing body of which the Headmaster is the Chief Executive. Aldenham School educates around 600 boys and girls (11-18), together with the Aldenham Prep School, which educates around 150 boys and girls (3-11) on the Aldenham campus. St Hilda's School, Bushey educates around 150 (girls only, 3-11) and is based on a separate site around 4 miles away. Under a recent planning agreement, Aldenham School will grow to around 650 pupils in the next five years.

There are seven Houses constituting Aldenham School: a Junior House, Martineau's for approximately 150 11-13 year-old pupils of whom up to 25 can be boarders; 2 senior (13-18) Day Houses one for boys and the other for girls; a senior Boarding and Day house for girls; and 3 senior Boarding and Day Houses for boys. There are girls in each of the year groups in the school with around one third of the pupils being girls in the junior years. The School offers a wide variety of day and boarding options. The day pupils' programme operates from around 8.20am until 5.30pm and staff are required to be on site throughout this extended school day.

Boarders may either stay throughout the entire week as full boarders, or can be flexi boarders. Flexi-boarding is an increasingly popular option. Around 180 pupils are either full boarders or flexi boarders. Boys and girls can move between these systems according to changes in family circumstances over their career in the school. It is interesting to note that a high proportion of the boarders live within a 20 mile radius.

The most recent full inspections of the School by ISI in November 2012 and December 2017 both produced exceptional outcomes with the highest grade of "excellent" being given in all categories. A full copy of the Inspection Report can be found on the school website.

Teaching loads are generous, with 25 out of 35 periods being the norm but colleagues are required to contribute fully to the life of the school and to help with games, activities and as tutors in the day and boarding houses. Drama, Music, Adventure Training and the Duke of Edinburgh Scheme all thrive at Aldenham as well as "minor" sports such as sailing, fives and golf. The CCF has 100 student cadets. The major boys' sports are football, hockey and cricket which the school plays at a high level in all three terms. Girls also have a full games programme with their major sports being hockey, netball and rounders. The School's high profile in sport was emphasised by winning the ISFA National Cup in Football at Under 15 in 2018.

All pupils take a broad, but balanced curriculum up to GCSE of around 10 GCSE/iGCSE subjects in Year 11. The majority go on to the Sixth Form where a linear structure is used to enable most students to take 3 A Levels, although some will be offered the chance to take 4. Beyond A-Level, the overwhelming majority go on to universities with a number doing GAP years or visits overseas.

In recent years, there has been a major development and refurbishment programme especially within the day and boarding house accommodation, which has been expanded and improved. There is a very significant ongoing programme of investment in ICT both for teaching and learning and for management and administration. Computing, Dance, Design Technology (Graphics, Resistant Materials and Textiles), Drama, Government and Politics, Media Studies, Music Technology and Psychology all form part of a broad curriculum. A full sized Sports Hall is at the centre of the games programme, which makes available an extremely wide variety of sports to boys and girls.

There are a number of regular school visits in the UK and abroad with many field trips, modern language exchanges, skiing, sports tours, as well as cultural visits to many parts of the world and expeditions to places far and wide. The School's buildings have undergone extensive renovation and refurbishment over recent years. The School's newest building, The Wells Centre, includes a Sixth form Centre as well as teaching areas for Psychology and Music.

Aldenham is a Christian foundation and its members are expected to share in a framework of services in the Chapel. It is the Christian ethic that provides our strongest guide towards matters of behaviour and aspiration in the school. A very wide range of racial and religious backgrounds are represented and welcomed within the School and a friendly and supportive atmosphere is our aim and our achievement within the school community. The Aldenham Attributes of Aspiration; Co-operation; Courage; Curiosity, Independence; Respect are widely valued as encompassing the characteristics that provide our pupils with a successful experience at School and then equip them to meet the challenges when they leave us.

Further details about Aldenham, including a tour of the school, Aldenham in the media and our prospectus can be seen on our website:

www.aldenham.com