



# HORRIS HILL SCHOOL



## Director of Music Information Pack

**Application Deadline: 10.00 am Friday 13<sup>th</sup> October 2023**

## The School

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Horris Hill School is a successful co-educational day and boarding school for children aged 2 to 13, set in more than 65 acres of Hampshire countryside. Facilities include Playing Fields, Sports Hall, Theatre and Music Centre and a newly opened Nursery.

The ethos of our school is very simple - Happy children thrive. Our attention is not only on providing academic excellence but also in delivering excellence in pastoral care. Horris Hill is part of Forfar Education and as such is benefiting from significant investment in facilities and resourcing for the benefit of its pupils.

The School is renowned for its nurturing ethos and the care of each individual pupil, an approach that underpins the success that pupils show in all areas. Our highly dedicated staff aim to produce happy, polite and academically successful pupils.

Leavers destinations include some of the top Public Schools including Eton, Winchester, Marlborough, Radley, Harrow and Sherborne.



## Appointment Brief

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Music is one of the key strengths of Horris Hill School. The department is housed in a purpose-built Music School, adjacent to the main academic block. It has 26 separate practice rooms, a main performance space, the music IT suite and the Director of Music's office. Y

The music programme is supported by a dedicated team of peripatetic music teachers.

Music lessons are taught throughout the school, with many of the pupils receiving two timetabled lessons each week. The pupils also have a class music lesson, where they listen to and learn about a variety of music, from classical to popular to world music.

The School seeks to develop independence and flair throughout the school and the Director of Music is well placed to promote these through the music programme that the school provides to pupils.

The Director of Music is responsible for leading the choir, the orchestra and for developing a music programme that is challenging, stimulating and inclusive.





## **Purpose of the Position**

The Director of Music is responsible to the Headmaster for the development, implementation and maintenance of the music curriculum running from nursery to year 8, while ensuring that it is relevant to the needs, abilities and achievements of the pupils.

## **Salary & Benefits**

- Start date January or April 2024.
- Generous salary in line with the seniority of this position.
- Onsite accommodation if required.

## **Safeguarding Statement**

Horris Hill School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to appropriate vetting procedures and a satisfactory Enhanced DBS with Barred List check.



- Organising all external grade exams and accompaniments.
- Preparing pupils for music awards to their senior schools and other musical courses, such as external orchestral courses.
- Manage the department accounts and liaise effectively with the Bursar on charges and recharges.
- Provide resources in line with the agreed staff budget. Ensure music instruments are maintained and refurbished as necessary.

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- Select and appraise music staff, including mentoring of new staff and co-ordination of INSET.
  - Manage and rehearse the Chapel Choir, including rehearsals through the week and Family Services.
  - Accompany morning hymns within assemblies and for Wednesday and Saturday Chapel services.
  - Lead and develop singing across the school with congregational hymn practise.
  - Manage and rehearse the School Orchestra and Concert Band.
  - Organise and arrange regular formal and informal concerts through the school year.
  - Attend courses to ensure their own professional development.
  - Keep up to date with the latest thinking and research on effective music teaching.
  - Organise regular choir trips and activities, in consultation with the Headmaster.




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### **Key Areas of Responsibility**

- Developing and implementing music policy with a strategic plan in line with the School Development Plan.
- Creating and reviewing schemes of work, assessment criteria and procedures for music teaching.
- Organising music timetables and liaising with music staff about ordering music for their teaching.
- Organising and overseeing the practise timetables for pupils.





## **Person Specification**

- A good communicator and strategist
- Efficient and Organised
- Calm and effective in working under pressure
- A quick learner
- Adaptable, flexible and dependable at all times
- Internationally aware and culturally sensitive
- Good team player: personable, supportive, encouraging, kind
- Able to work independently; resilient and courageous in decision- making.

## **How to Apply**

To apply for this position, please submit a completed application form, together with an introduction letter to Paola Bright, Bursar at [p.bright@horrishill.com](mailto:p.bright@horrishill.com). The full application pack, together with the application form, Safeguarding policy and Safe Recruitment policy can be downloaded from the vacancy page of the school website: [www.horrishill.com/vacancies](http://www.horrishill.com/vacancies).

**The deadline for the application is 10am Friday 13<sup>th</sup> October 2023.**

**Applications will be considered as they are received therefore early applications are encouraged. Short-listed candidates will be contacted and asked to attend an interview soon after. Employment will commence, subject to the satisfactory completion of all pre-employment checks, as soon as possible after this.**

For more details about this position, please contact Rob Stewart, Headmaster on [r.stewart@horrishill.com](mailto:r.stewart@horrishill.com) for a preliminary conversation.



*Horris Hill School is committed to safeguarding and promoting the welfare of children and young people. Applicants must be willing to undergo child protection screening including checks from past employers and the Disclosure and Barring Service. We reserve the right to close the application deadline early, and make an appointment before the closing date*