



Job Title:	Higher Level Teaching Assistant (HLTA) Music Specialist		
Responsible to:	Deputy Head		
Responsible for:	N/A		
Grade:	BG8	Scale Point	12-16
<i>This school is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.</i>			
Person Specification			
Criteria	Essential (E) Desirable (D)	Method of Assessment Assessment (Ass) Interview (IV) Application Form (AF)	
HLTA qualification or equivalent music qualification *Qualification evidence will be requested at arrival if you successfully called for interview	E		
Experience of working within a primary setting or with primary aged children	E		
Degree or substantial training/qualifications in music	D		
Strong subject knowledge in primary music and confidence teaching in KS2	E		
Experience of leading/coordinating music within a school or other setting	D		
Ability to conduct or direct an orchestra, or the musical skill to develop this quickly	D		
Experience organising trips, concerts, assemblies, performances and instrumental opportunities	D		
Experience of working with external providers, parents and local music services	D		
Demonstrable awareness of a range of methods to establish a purposeful learning environment and to promote good behaviour by pupils.	E		
Demonstrate a good understanding, with evidence of experience, of the barriers to learning for children with SEND, including SEMH, and strategies to support them.	E		
Demonstrable skills in planning, monitoring, assessment and class management.	D		
Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and are concerned for their development as learners	E		
Job Description			
Main purpose of the role <ul style="list-style-type: none"> To provide class cover teaching music. To lead the KS2 orchestra. To lead the schools' singing assemblies and choir clubs 			
Key Job Outcomes (duties and responsibilities specific to the post) <u>Planning & Expectations</u> <ul style="list-style-type: none"> Contribute to music planning ,preparation and delivery of lessons, following MTPs. 			

- Effective selection and preparation of teaching resources that meet the diversity of pupils' needs and interests.
- Effective contribution to the planning of opportunities for pupils to learn in out-of-school contexts, in accordance with Trust policies and procedures e.g. outdoor learning and school trips.

Monitoring and Assessment

- Pupils' responses to learning are monitored and future approaches to preparing learning are modified accordingly.
- Pupils' participation and progress is monitored, feedback is provided to teachers.
- Contribution is made to maintaining and analysing pupils' progress, including contributing to pupil progress meetings where regular lessons are covered.
- Where needed, pupils' work is marked or appropriate feedback given to support learning.

Teaching and Learning Activities

- Provide music PPA cover for classes in KS2
- Clearly structured teaching and learning activities are used, which interest and motivate pupils and advance their learning.
- Inclusion of all pupils in learning activities is promoted and supported.
- Behaviour management strategies are used in line with the Trust's policy and procedures, which contribute to a purposeful learning environment.
- (Where relevant) the work of other adults supporting teaching and learning is guided.

Pastoral and SEND Support

- Provide 'ad hoc' pastoral support

Generic duties and responsibilities

- The duties and responsibilities detailed within this job description sets out the key outcomes required. It does not specify in detail the activities required to achieve these outcomes
- To undertake any duty or responsibility that the Trust asks relevant to the business needs of the Trust needs as required and are commensurate with the grade.

Additional Information

Probation	This post is subject to a 4 month probation period.
Pension	Postholders are automatically enrolled into the Local Government Pension Scheme. The Trust pays a contribution into the pension scheme, this is an additional remuneration benefit.
Confidentiality	Some of the work undertaken within the Trust is of a highly confidential nature. The postholder must at all times maintain confidentiality and work within the Trust's data protection procedures.
Annual Appraisal	All staff undergo an annual appraisal as part of performance management.

DECLARATION

I confirm that I have read and understood the terms outlined in this document.

Date of Job Description			
Name of Postholder			
Signed		Date	
Line Manager			
Signed		Date	