

## Job Description

<b>Job title:</b>	Guitar Tutor
<b>Reports to:</b>	Music Lead
<b>Pay Scale:</b>	£35 per hour
<b>Overall Job purpose:</b>	Teach individuals/small groups at a range of levels

### The post holder will:

- Demonstrate proficiency in teaching classical, acoustic and electric guitar
- Teach 10 music lessons per term for each group/individual
- Provide appropriate teaching which will challenge, motivate and inspire pupils
- Give weekly practice notes for pupils in notebook
- Ensure pupils have sufficient music of an appropriate level to practice each week
- Prepare pupils for music exams, concerts and other musical events where appropriate
- Monitor, assess and record pupils' musical progress and attainment, providing a termly report using the Deansfield Termly Progress Report Proforma
- Be encouraged to establish and lead both a guitar ensemble and possibly a ukulele ensemble, subject to pupil interest and participation

### Principal Duties and Responsibilities

- Collect register from the office at the start of the session
- Keep a detailed attendance record, lesson by lesson
- ***In extenuating circumstances***, it may be possible to grant leave with advance notice of any weeks you are unable to teach and consult with the Music Lead to make up any lesson
- Let the Music Lead know as soon as possible if you have any concerns about individual pupils' progress, attitude, behaviour etc

### General Duties

- To have due regard to the provisions of Health and Safety at work legislation
- To have due regard to the Trust's Equal Opportunities Policy
- To be aware of the confidential issues regarding this post including adhering to GDPR requirements
- To undertake any other duties that are within the grade and scope of the post, as determined by the Headteacher/Manager.

- To undertake annual mandatory and statutory training as directed by the Trust or School.

**Developing self and working with others:**

- Promote and maintain a culture of high expectations for self and others
- Regularly review own practice, set personal targets and take responsibility for own development, seeking advice and support from relevant colleagues

**Scope:**

The post-holder will be based at one of the Trust Schools and will be expected to work across the Trust, travelling from time to time to school sites. This job description needs to be considered in the context of a developing and evolving situation and, therefore, responsibilities described here may be adapted to meet changing needs.

**Safeguarding:**

Compass Eko Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Employees are expected to have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Trust

Postholder's signature:

---

Print name:

---

Date:

---

Signed on behalf of the school:

---