

Job Title	Visiting Music Teacher (Woodwind)
Date	October 2025
Department	Music
Reports to	Director of Music
Responsible for	Delivering woodwind instrumental lessons and contributing to extra-curricular activities.

Purpose of the Role
To provide an opportunity for young people to develop their instrumental skills on woodwind, and to promote a passion for music through individual lessons and extra-curricular activities.

Departmental Information
Ackworth School has a thriving music department, with a very busy and popular extra-curricular timetable. In addition to two music teachers (the full time Director of Music and part time teacher of music attached to Coram House), there are seven visiting music teachers that work at the school throughout the week. The Music Centre is located in a separate specialist building, away from the other teaching areas of the school. The Music Centre Hall is the main rehearsal and performance space, with classrooms, practice rooms and teaching rooms either side of it. In 2018, Ackworth School became a "All-Steinway School", acquiring a number of grand and upright pianos designed by Steinway and Sons to be used within the department. The current woodwind uptake is strong, with around 20 students learning flute, clarinet or saxophone. The current woodwind teacher has about a day and a half worth of teaching, including the running of a Flute Choir.

Main tasks and responsibilities
To plan and deliver individual instrumental woodwind lessons (specifically flute, clarinet and saxophone), as required, appropriate to needs and standards of the allocated students, on a weekly basis; To organise and display lesson timetables, in consultation with the Director of Music; Record and maintain in a register details of pupils who attend and miss the lessons and provide the School with a copy.

Providing written assessment/progress reports on each student in line with whole school policies

To be aware of examination specifications, including ABRSM, GCSE and A Level, and prepare students taking these examinations;

To advertise and contribute towards extra-curricular activities within the department, including participation in rehearsals and performances;

Preparing all students for participation in events including concerts.

To communicate with other teachers, students and parents as appropriate;

To be aware of any of the individual needs of students, by liaising with the Director of Music, and other staff as appropriate;

To undertake any training, professional or statutory, as required by the school.

To attend INSET and undertake other training as required for safeguarding and health and safety purposes and career development.

Make all efforts to rearrange any lessons which you were unable to attend, through illness or other circumstances.

To provide a well organised, attractive, stimulating and safe learning environment for children.

Responsibility for care and safety of departmental equipment and such other classroom equipment as required to use.

To be familiar with and work within the required Health and Safety standards as laid out in the School's policy.

To support and uphold the School's policies

Person Specification
Educational Attainment Music degree, or equivalent (essential) Teaching qualification (desirable) Grade 8 qualification on a first woodwind instrument (essential), plus other grades on second study instruments (desirable)
Experience, Knowledge & Skills
<u>Essential</u>
Experience of delivering woodwind tuition, either individually or in small groups Ability to play flute, clarinet and saxophone Knowledge of a range of repertoire, including knowledge of examination syllabuses Ability to create a positive working environment Be able to work as part of a team Be able to develop effective working relationships with students and staff Be able to communicate effectively with students, staff, and parents
<u>Desirable</u>
Experience of leading or other instrumental ensembles Ability to play other woodwind instruments, such as oboe and bassoon Ability to play piano

Ackworth School is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. All staff are required to understand and adhere to the Schools Health and Safety policies.

Job descriptions may be subject to review from time to time and can be altered or amended to meet the changing requirements of the School. They are not designed to limit the extent of the role but instead to outline the main tasks and responsibilities.