

Position of
DIRECTOR OF MUSIC

Yarm School,
North Yorkshire

FOR SEPT 2024 / JAN 2025 START

Co-educational | Day School | Ages 3-18 | HMC | IAPS



YARM SCHOOL

EDUCATING FOR LIFE




WWW.YARMSCHOOL.ORG



DIRECTOR OF MUSIC APPOINTMENT

Music at Yarm is integral to and elevates our sense of community, offering a rich tapestry of opportunity, high levels of participation and a palpable joy in performance and music appreciation from our pupils, staff, parents and wider community. With exceptional facilities - notably the stunning 750-seater Princess Alexandra Auditorium and a state of the art, purpose built Music School - talented and committed staff and a tradition of creativity in music-making, the role of Director of Music here at Yarm offers a truly unique opportunity for the right candidate to join our community and to shape our musical journey, continuing to enrich and transform our collective experiences.

If you are excited by the prospect of joining a school that celebrates and nurtures our pupils' musical talents, offers exceptional, creative performance opportunities and aims to play a positive and meaningful role in our community through music, I do hope you will consider making an application and look forward to hearing from you.



Dr Huw Williams
Headmaster



YARM SCHOOL

Yarm School was founded in 1978. Growing quickly since that time, it is now firmly established amongst the country's leading co-educational day schools, with a superb academic reputation as well as a firm commitment to extracurricular activities and trips. In addition to the Senior School, there is a Preparatory School, and a Pre-Prep which includes a Nursery. In total, there are over 1,100 pupils between the ages of 3 and 18.

The teaching staff comprises 84 full-time and 12 part-time staff in the Senior School; there are a further 32 full-time and 7 part-time teachers in the Preparatory School. In total, the School employs some 240 individuals, many of whom have significant specialist, professional and technical skills and experience to facilitate the smooth-running of the School.

There is an impressive array of facilities and accommodation at the Senior School, including a large classroom wing on the banks of the Tees which enjoys beautiful views, a dance studio, extensive sport and drama facilities, underground changing rooms and a bar serving the award-winning Princess Alexandra Auditorium.

The Pre-Prep and Preparatory Schools have their own self-contained accommodation on a safe and equally delightful site adjacent to the Senior School. The Pre-Prep is housed in a modern, purpose-built development, whilst the Preparatory School is located on the site of the original Yarm Grammar School founded in 1590, and in 2024 gained a wonderful new building which houses a library and learning resource centre, classrooms, dining facilities and a stunning hall for performances and partnership activities.

ETHOS

Yarm has a strong commitment to educating the whole child – 'educating for life'. We offer an extensive range of extra-curricular opportunities, both within and outside lessons, which help to foster inter-personal skills, confidence and build relationships. A Yarm education is about far more than just academic achievement.

Each pupil is strongly encouraged to take part in extra-curricular activities. There is a huge range of clubs and societies which meet either during the two timetabled Activity lessons, at lunchtime or after school on a regular basis. Over 50 activities take place each week, as diverse as canoeing and chess, community action and gardening.

Sport plays an important role in the life of the school, not just through the generous time provision for PE and

Games lessons, but through the many opportunities to represent school teams in a diverse range of sports and at all ages. Facilities are superb and cater impressively for rugby, hockey, netball, rowing, tennis, cricket, rounders, athletics and general fitness.

At weekends and during the holidays there are frequent trips and expeditions, many of them adventurous. Outdoor education is a major part of life at Yarm, and pupils can explore caves, climb mountains or traverse entire countries in canoes! We have two full time, highly qualified members of staff whose sole remit is to provide these fantastic opportunities.

The school life of Yarm pupils is varied, exciting, and fast-paced. There is never a dull moment as we embody our philosophy of 'educating for life'. Our teachers embrace the extra-curricular programme and enjoy the opportunity it affords them to pursue areas that interest them or indeed learn new skills themselves.

The performing arts are thriving at Yarm. Music enhances the everyday life of the School. With outstanding facilities, such as the 750 seat Princess Alexandra Auditorium, the Studio Theatre, Dance Studio, Recital Room and the superb Music School we offer an extremely vibrant programme of concerts, recitals, plays, dance shows and musicals. Many cultural events which take place in the stunning Princess Alexandra Auditorium are open to the wider community and regularly attract audiences in the many hundreds.

LOCATION

Yarm is a beautiful market town on the edge of the Teesside conurbation which enjoys easy access to both town and countryside, including the nearby North York Moors, Yorkshire Dales and stunning coastline. Opportunities for outdoor pursuits and exploration of all kinds are many and varied. Similarly, the cities of Newcastle, York and Leeds are within close range and provide much in the way of arts and culture. With superb rail network links in the town itself and nearby, London is also only 2.5 hours away by direct train.

The school is very much a part of the town, with pupils, staff and parents enjoying all that the buzzing High Street has to offer by means of shops and cafes.

MUSIC AT YARM SCHOOL

Music is thriving at Yarm School and the successful candidate will be joining the department at an exciting time in its development. Yarm School has invested extensively in the Performing Arts in recent years and the facilities and performance opportunities are exceptional. It has a reputation as a cultural hub in the area and a significant number of pupils and students participate in the ensembles on offer. There is a culture of participation and a sense of musical adventure and exploration. Our musicians are incredibly supportive of each other and the sense of community is strong across year groups.

Music plays a significant role in all parts of the school. From a curriculum perspective, Pre-Prep children have specialist music lessons from early years onwards. The early focus is on internalising pitch and rhythm, while graphical representations of music build an understanding of other musical elements through listening, composing, performing and singing. In Prep, formal aspects of style are introduced through the gradual building of notation skills, explored through a series of stylistic topics in performance and composition. In years 3 and 4 there is also an instrumental carousel, where children spend time in small groups on cornet, trombone, violin, viola, cello, chalumeau, flute and guitar. These sessions are taught by the VMTs.

In Senior School, Music is taught to all First and Second Years (Years 7 and 8) and it is an option in Third Year (Year 9). The emphasis at Key Stage 3 is on building an understanding of musical concepts through an exciting curriculum including performing, composing and opportunities to utilise the recording studio and music software. We follow the Edexcel syllabus at GCSE level and Eduqas for A level. Results at both GCSE and A level are consistently strong with over 74% of the GCSE 2022 / 2023 cohorts receiving a Grade 7 and above and 40% of the A level cohorts achieving A* (with 100% gaining A*-B grades). A significant number have chosen to study Music at universities and conservatoires.

Music is a key contributor to the co-curricular life of the school and there is no doubt that the School's reputation for quality music-making across all genres draws in talented pupils from North Yorkshire, the Tees Valley and beyond. Many of our singers and instrumentalists perform with local county ensembles and increasing numbers are gaining places in national choirs, musical theatre groups and orchestras. Our wide-ranging ensembles perform regularly at school and further afield and we aim to cater for all music tastes and abilities. School concerts and services are well supported by parents and the local community and it is not unusual for the Princess Alexandra Auditorium to be full. Recent highlights have included a

choir tour to France (with performances and masses in stunning venues), outstanding productions of Beauty and the Beast and Rodgers and Hammerstein's Cinderella, sell-out Christmas Community concerts, a string orchestra concert playing with international pianist and composer Gerardo Rodrigues, a summer Dovecote Festival, Concert and Cake recital series, a jazz, pop and soul concert for Mother's Day, classical concerto concert and services of 9 Lessons and Carols, Act of Remembrance and Easter and Leavers' Services.

Outside of school, we perform annually in Durham Cathedral, the Great North Big Band Jazz Festival and a number of local churches and other venues. However, it is our partnership work with our local community on which we have focused in the past two years. Our links with the local music hub, Tees Valley Music Services are very strong. Our dementia-friendly singalong group "Memento" meets termly, with the School's Skiffle Band and Secret Choir leading the massed sing. Pupils are being trained to provide musical support in local dementia homes and the School was recently awarded 'Dementia Friendly Status' and hosted the regional awards for businesses being similarly awarded. We regularly provide music for local charity events and perform frequently in Yarm's churches. Our choral society meets weekly during term time and has an active schedule of concerts and evensongs in local cathedrals. A recent major highlight which demonstrates our strong community focus was our performance of Handel's Messiah accompanied by the Black Dyke Band in which the 240 strong massed choir involved Prep School choristers, the Senior School Choir, Yarm Choral Society, Tees Valley Youth Choir, former pupils, parents and members of our wider community.





MUSIC DEPARTMENT

At its heart, the Music Department is a hub of activity, with talented and committed staff and creative and talented pupils immersing themselves whole-heartedly in the musical life of the School.

The £3m Music School opened in 2015. A stunning facility, it won the Best Educational New Build 2016 at the LABC awards in London. Facilities include a 140 seat lecture theatre, 2 excellently equipped classrooms, a recording suite, a drum studio, ensemble rooms and specialist teaching rooms. Pupils have access to Sibelius software on PCs, Soundtrap (for younger pupils) and the Music Studio is equipped with industry standard Pro Tools, Logic Pro X, Ableton Live Suite and East West Sounds software. This facility is proving increasingly popular with pupils of all ages and is a real area of growth within the department. The department also uses a large, modern Recital Room which is used for choral and instrumental rehearsals. Many performances and productions take place in the school's wonderful 750 seat Princess Alexandra Auditorium. They are generally attended by audiences of several hundred. The Recital Room and the Friarage Theatre are home to smaller scale performances and the School's 14th century dovecote provides a wonderful performance space in the summer months.

In addition to the Director of Music, there is another full-time music teacher in Senior School (who is also the

school organist) and a full-time member of staff in charge of music technology, public examination performance recordings and administrative and technical support. Both of these staff members contribute fully to the co-curricular life of the School. The department works closely with community musician Mike McGrother as our part-time Music Partnerships Coordinator on exciting partnership projects. From September, there will be the addition of another member of staff supporting co-curricular music three days a week, with further focus on workshop and partnership provision in addition to providing further administrative support. There is a full time Prep School Music Coordinator and the Prep and Senior Schools currently have 19 self-employed specialist visiting music teachers (VMTs) who deliver 1:1 lessons, wider opps lessons in Prep School, lead a variety of ensembles and support preparation for music exams. One of the VMTs also coordinates external music exams.

Concerts and other performances, such as the School musical which runs every two years, are supported by the team of professional technicians in the Princess Alexandra Auditorium and our Estates Team, who work with the Music and Drama Departments to ensure that the highest standard of technical support is in place, from lighting, sound and stage management.

THE ROLE

We are looking to appoint a creative and inspirational Director of Music who has the ambition to continue to strengthen the School's musical reputation in the local area and beyond, the experience to ensure that pupils have the highest levels of academic teaching and the confidence and creativity to provide rich and varied extracurricular opportunities. The successful candidate will lead the department including the current team of staff and VMTs. Whilst the Director of Music's primary responsibility is providing a curricular and extracurricular musical programme for the Senior School (years 7-13), the role also involves overseeing the progression of music across the whole school, working closely with the music coordinator in Prep School. The Director of Music is responsible for providing music for a variety of School events as well as a programme of performances throughout the year. A desire to embrace partnership projects within the community is an important part of the Director of Music role.

KEY AREAS OF RESPONSIBILITY

Extracurricular, Partnerships and Community

- Ensure that music remains a key part of the School's identity and at the core of major school events, including Prize Givings, Remembrance, Christmas, Easter and the annual Leavers' Service.
- Provide musical opportunities for all, nurturing and inspiring all those involved in the musical life of the school.
- Create a weekly programme of rehearsals for vocal and instrumental ensembles in liaison with the Head of Co-Curriculum and Partnerships.
- Oversee and organise a varied programme of musical events, providing opportunities for performance at a range of levels, according to age, stage and proficiency.
- Communicate performance and rehearsal information to pupils and parents / carers.
- Liaise directly with the PAA staff with regard to technical requirements for performances, create performance logistical plans and agree mutually convenient "get out" plans.
- Build excellent relationships with parents / carers and the wider community, and strong links with our Former Pupils.
- Liaise with members of the department involved in community work (particularly the music partnerships coordinator) ensuring pupils' involvement in projects, exploring further links where appropriate.
- Develop musical partnerships, both project-based and

longer term, with other schools and organisations, including Yarm Prep School.

- Act as the musical director for the biennial musical, or ensure that one is in place in agreement with the Head of Co-Curriculum and Partnerships. Coordinate and direct the Yarm School Choral Society, working with a member of the department as accompanist.

Scholarships and Music Awards

- Oversee the audition process for music scholarships.
- Liaise with the Headmaster over the recommendations for scholarships and music awards.
- Liaise with the Music Coordinator in Prep School with regard to prospective candidates from the Prep School.
- Ensure that the profile of music within the school acts as a means of encouraging those with musical potential to apply to the School.
- Support talented musicians within the School to enable them to balance academic and musical demands.
- Ensure there are performance opportunities to challenge and inspire our most able musicians.

Teaching, Learning & Curriculum

Staffing

- Lead the department by example, setting expectations for pupils and staff in engagement, commitment and performance. Allocate responsibilities and see that duties are carried out.
- Advise the Headmaster & Deputy Head (Academic) about staffing provision.
- Advise the Headmaster on the appointment of new staff. Assist as required in the drafting of advertisements/job description. Be involved as required in the selection of candidates for the short-list; support the interview and appointment process. After appointment, send a follow-up letter of welcome; carry out school induction procedures in liaison with Deputy Head Academic / School / Estates Manager. Support new staff. Advise, help, anticipate.
- Act as line manager to all staff within the department. Conduct the Professional Learning Reviews for departmental teachers. Oversee staff professional development and encourage in-service training.
- Responsible for the recruitment of and interview process for VMTs. Undertake Safer Recruitment training.
- Manage VMT provision, liaising with HR and Finance to provide leadership and support to VMTs, including ensuring appropriate safeguarding training.
- Keep appropriate records of staff. Keep appropriate records of decisions taken at meetings.



Curriculum

- Keep up to date with all aspects of curriculum development.
- Ensure that appropriate schemes of work, including procedures for recording, reporting and assessing, are agreed and applied by members of the department, in line with the frameworks established by the Deputy Head Academic.
- Keep the schemes of work under review through liaison, where appropriate, with Headmaster and Deputy Head Academic.

Teaching & Learning

- Advise the Deputy Head Academic on the development of the subject. Be ambitious to develop the subject each year, driving progress and results outcomes, enhancing pupils' experience of learning.
- Monitor and review the work of departmental colleagues, including the quality of teaching and the provision of effective feedback/marking, as well as regular and meaningful homework provision. Communicate concerns in a timely manner to the Deputy Head Academic.
- See that appropriate work is set for absent colleagues.
- Take responsibility for the development, work and

behaviour of all pupils who use the department.

- Ensure that effective arrangements are in place to track the progress made by pupils in the subject. Information should be disseminated and acted on as appropriate.
- Make sure that staff are aware of the special circumstances affecting pupils. Help and advise colleagues in cases of disciplinary problems.
- Advise pupils at times of option choices and when help is needed for careers.

Administration

- Write the departmental handbook and see that whole school/departmental policy is carried out.
- Liaise with the Deputy Head Academic to ensure correct allocation of time, staff, resources and rooms.
- Advise on repercussions on the timetable of any changes in the departmental scheme of work or examination requirements.
- Ensure that pupils are taught in appropriate groups. Ensure that pupils' efforts are properly rewarded.
- Ensure that internal examinations are set, marked, collated and evaluated.
- Ensure, after consultation with colleagues, that pupils are entered for the correct syllabuses and external examinations. Distribute all information from the



examination board to all who need to know. Ensure that staff read examiners' reports and appreciate the key points.

- Represent the department in school on the A level and GCSE results days as advised by the Deputy Head Academic. Ensure that required results analysis documentation is fulfilled and attend the results meeting with the Headmaster/Deputy Head (Academic).
- Ensure that all NEA work is planned and carried out in line with school policy. HoDs should understand and conform with the JCQ regulations regarding malpractice.
- Oversee the writing of high quality reports and other communications from the department. Monitor the quality control of colleagues' reporting.
- Attend HoD meetings. Communicate and cooperate with other departments.
- Organise effective departmental meetings and complete minutes.
- Organise the department for open day events.
- Manage the departmental budget efficiently. Prepare the annual budget request and keep an accurate record of departmental expenses. Determine spending priorities.
- Ensure that rooms, furniture, equipment, wall displays

etc. are maintained to a high standard. Keep a proper inventory of equipment. Ensure that resources are stored securely.

- Liaise with the Games Department and the Head of Co-Curriculum to avoid potential inter-departmental clashes.
- Work closely with the PAA Manager and Technicians with regard to performances in the School Auditorium.
- Ensure rooms are booked for rehearsals and liaise with the PAA team and Estates regarding set up of the space.
- Meet regularly with the Senior Deputy Head, the Head of Co-Curriculum and other members of the performing arts team with regard to calendar planning.
- Ensure external music exams are organised efficiently.

Wider School Responsibilities

- Act as a Tutor or Associate Tutor.
- Complete staff duties on the rota, as required by the Senior Deputy Head.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications / Musical Abilities / Educational Experience / Professional Awareness		
Demonstration of leadership / management experience, or significant potential to develop in this area	✓	
A good Honours degree relevant to the role	✓	
Appropriate teaching qualification		✓
The ability to teach up to A Level	✓	
The ability to prepare students for University applications, including Oxbridge / Conservatoire	✓	
An experienced, talented and capable ensemble leader	✓	
Strong conducting skills	✓	
Awareness of the importance of safeguarding in schools	✓	
Health and Safety knowledge and training		✓
Demonstrable commitment to continuous professional development	✓	
High expectations in terms of musical outcomes	✓	
Strong written and verbal communication skills	✓	
Professional resilience	✓	
The ability to work efficiently under pressure, juggling a variety of tasks.	✓	
The ability to coordinate and deliver large-scale and high profile performances	✓	
Personal Qualities		
Passionate about engagement through music	✓	
Excellent communication skills	✓	
Outstanding organisational skills	✓	
The ability to lead and inspire a team	✓	
Patience and a sense of humour	✓	
Initiative and enterprise	✓	

If you would like any further information, please contact the Head of Co-Curriculum and Partnerships, Mr David Boddy, in the first instance on david.boddy@yarmschool.org.

BENEFITS OF THE ROLE AND TEACHING AT YARM

Yarm School has its own **competitive pay scale** which exceeds the National teachers' scale. The Director of Music position comes with a generous allowance to recognise the scale and scope of the role. The School will make a contribution towards **moving expenses** for the right candidate.

Teachers at Yarm are automatically enrolled in the **Teachers Pension Scheme**. As an alternative to the TPS, teaching staff at Yarm have the option to join a defined contribution (DC) pension plan through Aviva. The scheme offers flexible employer contributions, with options to receive additional (non-pensionable) pay of up to 10%, as well as other benefits.

Employees receive a **generous discount on school fees**. They are offered a wide-ranging **staff benefits scheme** which provides discounted shopping, days out, restaurants, gym membership and more. Many staff make **free use of the School's fitness suite** and sports facilities. Yarm and the surrounding area is a **wonderful place to live**.

Yarm has an **exceptionally well-qualified and dedicated staff**. Teaching groups are considerably smaller than in the maintained sector, with classes typically being of around 20 pupils in years 7-11 and lower still at Sixth Form. The facilities, resources and positive ethos make for a particularly happy working and learning environment.

Yarm supports a **creative and well-resourced professional learning culture**: action research projects are at the heart of pedagogical professional development, with annual showcases of the results of these projects informing best practice across departments. The teacher-led professional learning review process enables colleagues to **identify and develop personal targets** in conjunction with their line-managers in a supportive and developmental process.

School holidays are longer by about 3 weeks than those in the state sector. The catering team offers outstanding free school lunches and refreshments during term-time.

The Headmaster, Dr Huw Williams, is a member of **The Heads' Conference (HMC)**. The Head of the Preparatory School is a member of **IAPS** and also represents the School at HMC Junior Heads' meetings.



CRIMINAL RECORDS CHECK

Yarm School is required to seek a Disclosure from the Disclosure and Barring Service (DBS) in respect of successful applicants for all posts at the School where staff may come into contact with children. A criminal record will not necessarily be a bar to working in the School. Applicants who are invited to interview will be asked to submit a self-declaration form before attending the interview in which they will answer a number of targeted questions about any criminal history or information that would make them unsuitable to work with children. More information about this can be found at:

<https://www.gov.uk/government/publications/dbs-filtering-guidance/dbs-filtering-guide>.

A copy of the School's policy on Vetting and Suitability Checks and the DBS Code of Practice may be obtained from the School Manager. Before an appointment is made routine checks will be undertaken to confirm identity and qualifications etc.

This post is a pupil-facing role and is therefore exempt from the Rehabilitation of Offenders Act 1974. This means that you will be required to confirm that you are not on the DBS Children's Barred List or disqualified from working with children, and further to declare any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013 and 2020) or other Orders of the Courts made against you, even if they would otherwise be regarded as 'spent' under this Act.

SAFEGUARDING

Yarm School is committed to safeguarding and promoting the welfare of children. The successful candidate will be subject to vetting checks including an enhanced DBS check.

Applicants for all vacancies at Yarm School are encouraged to read these policies on our website before applying:

[Safeguarding and Child Protection Policy](#)
[Vetting and Suitability Policy](#)

EQUAL OPPORTUNITIES

Yarm School is committed to ensuring that all job applicants and members of staff are treated equally, without discrimination because of any protected characteristics as defined in law. We welcome applications from anyone who considers that they meet the requirements of the job advertised.

APPOINTMENT PROCEDURE

Applications will only be accepted on the application form provided by the School. This should be completed electronically. All questions must be answered. The candidate may also submit a Curriculum Vitae if he / she wishes but this is not a requirement. Applications should be submitted by email with a covering letter explaining why the candidate and post are mutually suited.

APPLY

The application form is available on the [Yarm School website](#).

Applications will only be accepted on the application form provided by the school. This should be completed electronically. All questions must be answered. The candidate may also submit a Curriculum Vitae if he/she wishes but this is not a requirement. Applications should be submitted with a covering letter (or by email) explaining why the candidate and post are mutually suited.

Timeline:

- Applications should be e-mailed to the Headmaster, Dr Huw Williams, **as soon as possible and no later than 12 noon on Monday, 22nd April.**
- Applicants may be called to a longlist interview (via online video meeting) between **Wednesday 24th - Tuesday 30th April.**
- Shortlist interviews (in person at Yarm) will be on **Wednesday 8th and Thursday 9th May.** Mr Tim Garrard, Director of Music at Westminster School, is assisting Yarm School with this appointment.
- The school reserves the right to interview before the closing date if appropriate to the context of the field. **Early applications are therefore very much encouraged.**
- **The successful applicant will take up the post either September 2024 or January 2025.**

Applications should be submitted to:

head@yarmschool.org

Headmaster, Dr Huw Williams

Yarm School, The Friarage, TS15 9EJ

01642 786023