

JOB DESCRIPTION

Cognita Schools are committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. Safer recruitment practice and pre-employment background checks will be undertaken before any appointment is confirmed.

Position Title	High School Music Teacher	Reference: 180205
Function/Department	Music Department	Location: Stamford, Singapore
Manager Name & Title	High School Principal & Head of Music	
Position Type	Fixed Term	
Position Status	Full Time	

Position Objective

The role of the Music Teacher is to build and maintain a successful general music program within the school. This includes teaching practical instrumental skills, music theory and aural development to students age 14 through 18, and importantly developing learning through the process of inquiry and in conjunction with the International Baccalaureate Middle Years Program, Diploma Program, and Level 3 BTEC Music Program. Key outcomes of students include performing, musicianship and composition skills.

Responsibilities

The job holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhered to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School's Designated Safeguarding Lead or to the Head or indeed to the Cognita Regional Safeguarding Manager so that a referral can be made accordingly to the relevant third party services.

Teaching:

- Planning, preparing and delivering lessons to a range of classes and age groups;
- To work with students who are on a learning accommodation plan and/or require an additional support teacher in class;
- To work with EAL mainstream students;
- To demonstrate through collaboration, planning, and teaching, the IBO framework of concepts within contexts, and inquiry-based learning that is balanced with specific skills of 'how to learn', leading learning towards the IB vision and the aims of individual subject areas;
- To use and refer to the defined standards in the curriculum and in teaching and learning;
- To work and collaborate with colleagues to enrich curriculum and student learning;
- To differentiate and target learning to students' needs and proficiency levels;
- Classroom management;
- Introduce cultural aspects of music to students, in relation to the nationalities represented at the school;
- Provide evaluation and documentation of student progress;
- Adhere to the SAIS teacher guidelines.

Music and Performance:

- Commit to the Music Ensemble Program, by leading and supporting various music ensembles after school hours;
- Assist in the organization and coordination of concerts and large and small scale events where appropriate to demonstrate student talent;

JOB DESCRIPTION

- Support the various school musicals;
- Record performances for the purpose of promoting music as a creative and talent rich program.

Relationships:

- To develop trusting and effective positive relationships with the all the students in the classes and their parents;
- To establish supportive, collaborative, and positive working relationships with all other members of staff;
- To become a positive presence across the whole school and a representative of it within its wider community;
- To have a sense of humour.

Educational role:

- Developing and executing the preparation, planning and delivery of child-centered learning activities in accordance with the school vision;
- Building on what students know, and differentiating to meet student needs;
- Ensuring that the classroom environment is well-managed, properly ordered and neatly presented;
- A willingness to analyze data such as MAP scores, and other formative and summative assessments;
- Planning which emphasizes connections among curriculum areas and explicitly focuses on trans-disciplinary skills and the essential elements of the DP program as needed;
- Planning which accommodates a range of ability levels and learning styles; teachers are expected to modify and accommodate for students as needed, i.e. accommodating individual language needs {EAL}, student support services, students who are struggling as well as students who need more of a challenge;
- Planning in a collegial and professional manner with peers, showing respect, being prepared and on time, and adhering to the school wide meeting norms and team's essential agreements at all times;
- Communicating professionally with students and families;
- Implementing accurate assessment through the collaborative pre-planning and moderation processes;
- Empowering students to feel responsible and to take action;
- Using learning technologies to enhance learning;
- Supporting other aspects of the IBO programs such as supervising the Personal Project and Extended Essay as directed;
- Demonstrating an understanding of and taking responsibility for promoting high standards of literacy;
- Providing clear and constructive feedback to students and their parents and guardians;
- Ensuring the documentation of curricula units and other planning on the platform and within the timelines set forth by the administration.

Extended professional role:

- Understanding and implementing the expectations and policies established by Cognita and Stamford;
- Participating in professional duties as necessary outside of the scope of the school day {E.G. Field Studies trips, professional development on weekends as needed, and after school meetings as required};
- Supervising duties at break/lunch and/or other unstructured times;
- Ensuring that students are safe and secure at all times, and abiding by the child safeguarding expectations of the school;
- Assisting in internal sub coverage according to department needs;
- Providing any other reasonable duties delegated by the School Management Team.

General

- To teach any classes as deemed necessary;
- To provide any other reasonable duties delegated by the Head of Music and the Superintendent.

Position Requirements

- At least 5 years of experience in working with children as a Music teacher with relevant qualifications.
- At least 3 years MYP/DP Music teaching experience preferred.

JOB DESCRIPTION

- Experience teaching Level 3 BTEC Music preferred.
- Curriculum development knowledge is required.
- International School teaching experience preferred.
- Possess highly developed interpersonal and teamwork skill.
- Advisory/Pastoral experience preferred.
- Excellent skills with specific musical instruments including piano.
- Excellent verbal and written English skills.
- Good references on request.
- Proficiency in using school databases, communications platforms, and educational technology.
- Demonstrates the Stamford Values – Integrity, Courage, Ingenuity and Compassion.

Qualifications

- Minimum Bachelor's degree in Education or equivalent is required.
- Master's degree in Education preferred.
- Professional current teacher licensure or certification is required.
- Master's degree in relevant field preferred.

Contacts

- Other Stamford Teaching and Non-Teaching Staff.
- Parents and Students.
- PTA.

Working Conditions

- School Environment.
- Working hours 8am to 4:30pm, Monday to Friday, plus occasional staff meetings and training (until 5:00 pm on Mondays).
- School holidays are paid and free except staff days and training days (please refer to the website to see the school calendar with school holiday dates).

Terms of Employment

- Medical Benefits: Medical insurance provided where applicable
- Sick Leave/Hospital Leave: 60 days hospitalization leave including 14 days sick leave
- Probation Period: 3 months from date of commencement
- Pre-medical exam: Required
- Referee request: Required
- Background Check: Required