



Helena Romanes School

Job Role: Part-time Music

Teacher/Community Practitioner

Applicant Recruitment Pack



Start Date: September 2025

Salary: UQ/MPS/UPS

Part Time / Permanent

About Helena Romanes

Helena Romanes is an age 4-18, all-through school situated in the historic town of Great Dunmow. In October 2023 the school was graded as 'Good' in all areas by Ofsted. In 2026/27, the school will be relocating to a state-of-the-art new building, constructed by the DfE, in Great Dunmow.

The school's music department is currently experiencing a high level of growth and engagement, requiring an additional member of staff to support and develop the next level of growth. Along with high quality-first teaching, there is a drive to encourage students to attend extracurricular clubs, peripatetic lessons and attend community groups to stretch and challenge them in and out of school. The curriculum is varied with implementation of core concepts and areas of study strategically incorporated at the beginning of KS3.

The school places a huge emphasis on our through-school journey and has therefore invested in whole school wider opportunities in KS2 so that our students develop and stretch both cognitive and social skills, ready for further training at the secondary phase. The secondary department has a 100% increase in GCSE uptake and a developing programme of instrumental lessons that complement the long term aims and ambitions of the department. The current team includes: a Director of Music, a Teacher of Music, a part-time technician and four peripatetic members of staff.

The following information applies to The Helena Romanes School:

- The music department is experiencing a renaissance and is an exciting time to join this young team.
- Rapid growth in school ensembles, extracurricular clubs and outside events.
- Local investment from charity groups, ensuring the school is equipped with sufficient instruments to deliver an exciting and wide-reaching curriculum.
- Students have access to Apple Macs to compose.
- There is scope to further develop the provision into KS5 in due course.

Our ideal candidate will:

- Have a track record of success and impact as a classroom practitioner/community musician.
- Be a committed and practising musician with previous experience in choral and ensemble playing.
- Have taught KS2/3 students.
- Have pastoral and safeguarding experience.
- Be able to motivate and inspire students to practise and develop scholarly thinking, motivating students to opt for Music at GCSE level.
- Have high expectations for all students and adapt lessons for SEND students.
- Be committed to working as part of a team and collaborating with other departments.

In return we offer:

- Timetabled line management and support with the Director of Music.
- CPD opportunities through the Saffron Alliance and Saffron Academy Trust.
- A chance to be part of extra-curricular trips.
- A Supportive Trust and Governing body.

Role Description:

Post Title: **Music Teacher/Community Practitioner - Part Time**

Pay Scale: UQ/MPS/UPS - Part Time

Reports to: Director of Music.

Responsible for: Key Stage 3 and co-teaching Key Stage 4.

Purpose:

- A) To support the Director of Music in achieving the highest standards of student achievement within KS3/4 by monitoring and evaluating student achievement, supporting improvement, and embedding core curriculum content through a sound before sign approach.
- B) To support the Director of Music in shaping the strategic direction, management of the department and implementation of school policies and procedures.
- C) To effectively manage peripatetic staff where required and work with colleagues in the trust to share best practice.
- D) Build on the recent successes within the department and support students in developing their practical and compositional skills.
- E) Inspire young people through a performative culture and encourage students to take risks in their music making.

Main Duties:

- A) To have responsibility for student academic progress, within each student group, and to highlight challenges when they arise (e.g. mentoring of students, liaison with parents and school staff) to ensure we address this early on.
- B) To oversee a minimum of two extracurricular clubs on a weekly basis.
- C) To work with both primary and secondary students and build on the existing working practices and curricula in school.
- D) Help organise termly concerts and promote departmental activities via social media.
- E) Deliver exciting and engaging lessons where students embed knowledge through a performative culture.

Teaching:

- Promote excellence in learning, teaching, and assessment.
- Deliver core content from the OCR syllabus.
- Be able to model effectively and incorporate workshops into lessons.
- Play a musical instrument to a high standard.
- Plan and prepare lessons in accordance with department policy.
- Teach timetabled lessons determined by the Director of Music.
- Set and mark homework in accordance with school and department policy.

- Assess students' work in line with department policies.
- Report to parents in reports, at Parents' Evenings and on request.
- Cover classes for absent colleagues when required.
- Take part in curriculum meetings when required.
- Ensure high standards of students' classroom behaviour.
- Be committed to professional development and the importance of teachers being reflective practitioners.

Duties may vary from time to time at the discretion of the Director of Music and the Headteacher, and teachers may be required to undertake any reasonable task requested by the Headteacher.

Person Specification:

Category	Essential	Desirable
Qualifications		
Qualified to teach and work in the UK	✓	
Ability to teach ages 11-16	✓	
Ability to teach Post 16		✓
Have a 2:2 (or above) in a Music degree.	✓	
To play piano to a minimum of grade 8 standard.		✓
Experience, Knowledge & Understanding		
Experience of teaching KS1, KS2, KS3 and KS4.		✓
Professional playing and ensemble experience.	✓	
Evidence of continually improving the teaching and learning of the subject through schemes of work and extra-curricular activities.	✓	
Up to date knowledge in the curriculum area.	✓	

Excellent pedagogic knowledge, including strategies for SEND students.	✓	
To be able to use ICT as a vehicle for effective learning and teaching.	✓	

Personal Qualities		
High expectations for all students.	✓	
Resilience, motivation, and commitment to driving up standards of achievement.	✓	
Motivation to continually improve standards and achieve excellence.	✓	
Enthusiastic, confident, positive, self-motivated, and determined.	✓	
Excellent communication, planning, organisational, listening and time management skills.	✓	
Readiness to reflect and self-evaluate and the ability to change, develop and improve.	✓	
Perform consistently with high workload demands	✓	
Work effectively alone and as a part of a team	✓	
Commitment to the safeguarding and welfare of all students and providing equality of opportunity.	✓	
Develop positive relationships and act as a role model to students and staff.	✓	
High levels of honesty and integrity.	✓	
Other		

The post holder will be subject to an Enhanced Disclosure & Barring Service check.	✓	
The post holder must be committed to safeguarding the welfare of children and to providing equality of opportunity.	✓	

About the School

The school offers benefits, such as:

- A leisure centre on site.
- A new Employee Assistance Programme with Education Support.
- Free parking.
- Discounted Wraparound Care in the Primary School.
- The teacher pension scheme.
- The Saffron Pathways CPD progression.

The School is part of the Saffron Academy Trust and Saffron Alliance Trust initially established by Saffron Walden County High. The Trust currently has oversight of four Secondary Schools and three Primary Schools.

Recruitment:

The Governing Body is committed to safeguarding and promoting the welfare of children and young people. It expects all staff and volunteers to share in this commitment. This post is subject to an enhanced DBS check and satisfactory references.

How to apply:

If you would like more information or a visit to the school, please email Eleanor Ball (HR Officer) on eball@hrs.education. Please note, CVs will not be accepted in isolation and all applications must be completed with our School's application form.

Deadline for applications: Sunday 1st June 2025. We reserve the right to interview early.

