

Position Description: KS3 Teacher – Performing Arts

Royal Grammar School Guildford (the RGS), one of the UK’s pre-eminent independent schools, and Cognita, the leading global schools group, seek a dynamic and experienced KS3 Performing Arts Teacher for their new school, the Royal Grammar School Guildford Dubai (RGS Guildford Dubai). This is an exciting opportunity to suit an innovative professional with exceptional teaching skills, excellent knowledge of curriculum and a delight in being part of the founding Senior School team at RGS GD.

You will have a passion to inspire young minds and a commitment to ensure that every pupil strives to achieve their potential. You will develop schemes of work and lesson plans in line with curriculum objectives and facilitate an optimal learning environment by establishing quality relationships with pupils. You will demonstrate a genuine resonance with the RGS values and learning habits.

Your understanding of pupils’ strengths and needs is essential, as is the creation of a positive learning environment in the classroom. In addition, your role is to develop and foster the appropriate skills, leadership capabilities and social abilities to enable their optimum development in accordance with their age, ability and aptitude; and partner parents for a wrap-around approach to pupil support.

You will assess and record progress and prepare pupils for national tests, link pupils’ knowledge to earlier learning and develop ways to encourage it further, challenging and inspiring pupils to help them deepen their knowledge and understanding.

Job Title	KS3 Teacher Performing Arts	Department	Performing Arts
Reports to	Director of Studies	Positions Supervised	Teaching Assistant
Start Date	August 2022	Location	Dubai, UAE

PURPOSE

The Performing Arts Teacher will have responsibility for supporting and encouraging the development of all pupils’ creative skills through a dynamic class curriculum. The aim of this role is to support the curriculum by inspiring pupils to participate in extra-curricular activities and school productions. The successful candidate will support the department to enhance the provision. The successful candidate will lead by example, support and empower the department, staff and pupils to achieve the best of their ability.

KEY ACCOUNTABILITIES

- Deliver consistently excellent lessons to ensure the highest levels of progress and attainment for our pupils in the class
- To support the successful delivery of Music and Performance arts in the Senior School.
- To support with undertaking of regular audits and quality assurance checks within Performing Arts to ensure that the highest standards are being achieved in all aspects of the department work.
- To safeguard young people by ensuring that all aspects of Health and Safety are adhered to in lessons and preparation areas.
- To support the development of differentiated schemes of work so that every young person makes progress in their learning.
- To keep up to date about subject development and to take part in relevant CPD for this purpose, disseminating to other staff where appropriate.
- To support the department’s strategic planning and self-evaluation processes.
- To provide regular reports on student performance based on internal assessment data and to plan effective interventions as appropriate.
- To promote the delivery of all extra-curricular activities in Music and in the wider school community

- To act as a role model to others, demonstrating high standards of professionalism in all aspects.
- To co-ordinate the resources of the department, giving support and guidance to relevant staff.
- To complete all administrative tasks in a timely and accurate manner.
- To ensure that appropriate arrangements are made for assessments and statutory requirements.
- To contribute to wider whole school policy making as appropriate

CURRICULUM MANAGEMENT

- To deliver the curriculum in Music in a way that reflects the ethos of the School and meets the needs of all students.
- To make sure that teaching and learning meets the needs of all students including those with additional needs, and the very able.
- To maintain an up-to-date knowledge of new initiatives and incorporate elements into Music strategy as appropriate.
- To ensure that all statutory requirements of the KHDA and curriculum are met.
- To review, evaluate and improve the design and delivery of the curriculum on an ongoing basis.
- To incorporate assessment into all aspects of curriculum planning
- Support with pupil's preparation and involvement in events, competitions and performance opportunities both school-based and external.
- Ensure the co-curricular performing music and drama are provided in transparent and timely manner which involves clear lines of communication between pupils, parents and teachers
- To support self-evaluation and prepare for KHDA school inspection in accordance with inspection criteria if needed.
- Implement school policies and procedures in relation to the continuous improvement of pupils' attitudes to learning, punctuality and attendance

FACILITIES MANAGEMENT

- To ensure that physical resources to deliver the curriculum are acquired and are maintained effectively.
- To make sure that the school premises are used in the most effective way to meet the needs of all students and of the curriculum.
- To ensure that the interior of the building are maintained to a high standard that reflects the ethos of the School and promotes learning.
- To be aware of the need for security and of the importance of implementing Health and Safety policies.

OTHER RESPONSIBILITIES

- To provide appropriate, accurate and timely management information to enable continuous evaluation of performance.
- To check that information required by various external bodies is produced within the given time scale and is of excellent quality.
- To design and implement Departmental policies that complement School procedures.

GENERAL RESPONSIBILITIES

- Model the RGS Values in all language and interactions
- Commitment to staff and student wellbeing, parent education and supporting the development of a strong culture of community
- Comply with and demonstrate an active commitment to safeguarding policies, procedures and code of conduct
- Follow all school policies, procedures and handbooks
- Take a proactive and professional approach to school life and professional development
- Respect and maintain all aspect of professional confidentiality
- Undertake such duties as may reasonably be requested

Person Specification	
Qualifications	<ul style="list-style-type: none"> ▪ Minimum bachelor's degree in performance (Music or Drama) ▪ Professional Teaching Qualification ▪ KHDA approval
Essential	<ul style="list-style-type: none"> ▪ Proficiency and fluent in English ▪ Good knowledge of the British curriculum. ▪ ICT competence, experienced in the use of Word, Excel spreadsheets (Intermediate to advanced level), Power Point. ▪ Excellent presentation and communication skills
Experience	<ul style="list-style-type: none"> ▪ Minimum of 2 to 3 years of relevant experience (Secondary Schools) with preference in British curriculum ▪ Recent experience in Year 7 and above ▪ GCSE and/ or A Level experience preferred
Key Relationships	<p>Internal:</p> <ul style="list-style-type: none"> ▪ Principal ▪ Director of Studies ▪ Pupils ▪ Teachers ▪ Curriculum Coordinators <p>External:</p> <ul style="list-style-type: none"> ▪ Parents & KHDA
Capabilities and Qualities	<ul style="list-style-type: none"> ▪ Demonstrate professionalism, commitment, integrity, strength of character and perseverance ▪ Well presented, self-confident ▪ Inter-culturally aware with well-developed interpersonal skills ▪ Inspire trust and confidence in students and colleagues ▪ Show a strong work ethic ▪ Organised, diplomatic and emotionally intelligent ▪ Articulate communicator ▪ Patient, tactful and sense of humour to work with young students ▪ Able to work as part of a team while using initiative within work requirements ▪ Committed to ensuring high standards of teaching and learning
Working Conditions	<ul style="list-style-type: none"> ▪ 7.00am – 4.30pm or as required ▪ Meetings as required ▪ Oversight or co-leadership in extra-curricular activity
Salary	Competitive- The salary and benefits package reflect the fact that the school is committed to excellence
Contract	Fixed Term Contract, initially two years
Application	<p>Please send your application and supporting statement to careers@rgsgd.com</p> <p>Interviews will take place by video conferencing.</p> <p>RGS Guildford Dubai is committed to safeguarding and promoting the welfare of all of its employees and pupils. A police check, full employment history and background checks are a pre-requisite for all appointments and a vetting procedure is applied to all appointments</p>

This role profile is not exhaustive and may be changed at any time to meet the changing requirements of the school. This role profile does not direct any particular priorities or amount of time to be spent carrying out these duties.

Post holder Date

Line manager Date