

## **Job Description**

### **Job Title:**

Freelance Music Tutor (Vocals / Drums / Guitar / Keys / Bass / Music Production)

### **About The Rhythm Studio:**

The Rhythm Studio is a music academy where students are inspired to develop their musical talents while learning to play and produce the music that they love. Our community of young musicians join bands, write and produce their own music, and perform at live gigs throughout the year. As an organisation, we are committed to safeguarding and nurturing the talents of young people via a modern and innovative approach to music education.

### **Our Services:**

- Full-time music courses for sixth form students
- After-school and weekend classes
- Holiday camps

### **Location:**

The Rhythm Studio, West London College, Gliddon Road, Hammersmith, W14 9BL

### **Salary:**

On Application

### **Hours:**

Variable (weekdays, weekends, term-time and school holidays)

### **Responsibilities include:**

- Teaching private lessons and small group classes.
- Planning appropriate class content for students and producing lesson materials.
- Taking attendance and recording notes for all lessons.
- Setting appropriate practice materials for students.
- Communicating effectively with parents and students about progress.
- Preparing students for concert performances and attending these events.
- Writing a progress report for each student at the end the academic year.
- Preparing students for grade examinations if appropriate.
- Supporting the work of our charity The Rhythm Studio Foundation via workshop delivery and fundraising initiatives.
- Caring for the school's equipment and facilities.
- Working as a team and communicating effectively with colleagues at the school.
- Maintaining a high level of organisation and excellent diary management.
- Attending team meetings and taking part in Continuous Professional Development (CPD) to develop best practice.
- Working at all time in accordance with school policies and procedures.
- Demonstrating a commitment Safeguarding and Health & Safety in an education context and keeping up to date with any annual mandatory training requirements (e.g. Child Protection and First Aid).

### **Person Specification**

	<b><u>Essential</u></b>	<b><u>Desirable</u></b>
- Extensive subject knowledge in a specialist area	<b>X</b>	
- Previous experience of teaching students aged 6-18 years	<b>X</b>	
- Experience of teaching private lessons and small group classes		<b>X</b>
- A passionate and forward-thinking attitude to music education	<b>X</b>	
- Interest and knowledge of a broad range of musical styles	<b>X</b>	

- Experience of teaching grade examinations X
- Educated to degree level in music X
- Knowledge of a range of instruments X
- Experience of playing in bands X
- Music production expertise using Logic Pro X and/or Ableton Live X
- Experience of working in the music industry X
- Excellent administration, time-keeping and organisation skills X
- Excellent IT skills including the use of Mac applications, Microsoft Office and the ability quickly to learn the functions of a selection of web-based apps that are specific to the operations of our school. X
- Experience in delivering a variety of class formats (e.g. instrumental tuition, band workshops, song-writing and music theory) X
- A team-spirited approach to the workplace X
- Fluent written and spoken English alongside excellent communication skills X
- The ability to work as part of a team and build relationships with colleagues, parents and students. X
- A confident, enthusiastic, patient and approachable character X
- A practical attitude, problem solving skills, the ability to show initiative, multi-task and work well under pressure. X
- A commitment to Safeguarding and Health & Safety in an education context. X
- A commitment to promoting equality and diversity within education and an employment context. X

### **Equal Opportunities**

The Rhythm Studio is dedicated to promoting equal opportunities within our organisation. We are committed to the fair treatment of staff, potential staff and service users regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability, or offending background.

### **Safeguarding**

The Rhythm Studio is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Due to the nature of the position any offer to undertake this role will be subject to a satisfactory DBS check. This role is exempt from the Rehabilitation of Offenders Act 1974. Under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 you must disclose any unprotected spent and unspent convictions, cautions reprimands and warnings. If after interview it is decided to offer you the position, a DBS check will be undertaken prior to confirmation of your appointment. Failure to disclose information is an offence and will result in dismissal from the role. It may also result in referral to the police.