



## Clarinet Teacher

Thank you for your interest in working at Eton College. Please find attached information about the College, the vacant position of Clarinet Teacher, together with details of our recruitment and selection procedure, and pre-employment checks, should your application be successful.

### THE COLLEGE

Eton College, which was founded by Henry VI in 1440 for 70 scholars, has over the years become a boarding school for 1300 boys. It is the largest boarding school for boys in the United Kingdom. The school welcomes boys from all backgrounds and has 130 pupils on merit based scholarships at any one time. Around 20% receive a range of bursarial financial assistance averaging 67% fee remission and over 70 boys receive 100% support. This year the School will spend £6.5m on bursaries and scholarships. This income is not from fees paid by parents but generated from our endowment and donations received. Boys joined us this year from 114 middle and prep schools spread throughout the UK and only 10% of boys come from overseas.

To support this large population of boarding pupils we have 155 full time teachers of boys as well as 100 part-time and visiting music teachers. There are over 650 other employees including domestic staff (in the boarding houses and in the central dining hall), technicians, groundsmen, administrative staff, security, cleaners and a large buildings department. The college and its immediate grounds and playing fields extend over 400 acres from the north end of Eton High Street to the M4 by Slough, bound to the east by the Thames and to the west by a railway. There are some 400 school buildings as well as the Eton College Rowing Centre at Dorney Lake, the London 2012 Olympic venue.

### MUSIC SCHOOLS

There are six full-time music teachers at Eton, including the Precentor/Director of Music. Instrumental and vocal tuition is provided by a team of seventy-six visiting music teachers and four half-timers, in charge of strings, woodwind, keyboard and brass/percussion. The department also includes a Composer in Residence, Music Librarian and a five-strong administrative team. Over half the boys in the school take individual music lessons with approximately 1300 lessons being given each week. Current musical activities include Lower Chapel and College Chapel choirs, Concert Choir, ECMS chorus, close-harmony groups, three orchestras (a full symphony orchestra, chamber orchestra and junior string orchestra), two concert bands, two big bands, brass groups, wind groups, small jazz groups, a pipe band and various chamber ensembles, rock bands etc.

The Music Department is housed in its own buildings. A major new extension opened in 1998 incorporates a fully fitted professional recording studio and editing suite, two music technology teaching rooms, a rock rehearsal room, a soundproofed drum room, electric guitar room and a large rehearsal/concert hall. The original building, joined by a covered walkway, is the administrative centre and has a second concert hall, organ room, newly installed music technology teaching room and numerous practice and teaching rooms for both instrumental and academic teaching. There are over 50 Apple Mac computers in the department running Logic, Sibelius ProTools. Beyond the department buildings the College Chapel, Lower Chapel and School Hall are used for services and large-scale concerts and house five of the school's eight pipe organs. There are Steinway grand pianos in all of the major performance spaces.

All boys in their first year at Eton study a varied music course as part of a carousel of subjects. Around 40 boys typically choose to study music in each of years 10 and 11, divided between those who take the CIE IGCSE and those who opt to follow the Edexcel GCSE Music specification taught with a focus on music technology. There are a further 60 boys who choose to study Music Technology as one-to-one lesson. Boys also have the opportunity to study Music Technology as an option in 6<sup>th</sup> form. 6-8 students go on each year to take the Cambridge Music Pre-U, and a further 8-10 opt to take Edexcel Music Technology AS level, many of them continuing the subject to A2. Many boys apply to read Music at university, usually at Oxford or Cambridge, in addition to those who apply to read other subjects with choral or organ awards. Increasingly boys are opting to apply to music college, with several gaining scholarships at major conservatoires in recent years.

## **APPOINTMENT OF CLARINET TEACHER**

Eton College is seeking to appoint a well-qualified and experienced specialist Clarinet teacher. The successful candidate will be an outstanding Clarinetist and teacher (preferably with significant professional orchestral experience) who will complete a team of 6 Clarinet teachers (some of whom also teach saxophone). Eton has a vibrant Woodwind department with a large number of boys learning a variety of instruments. There are plentiful opportunities for performances and there are number of ensembles catering for pupils of all abilities. The ability to inspire and challenge boys is a pre-requisite and for this post. The successful candidate will be expected to conform to the administrative and reporting procedures of the school and to be supportive of the activities of the department.

## **JOB DESCRIPTION**

**Reporting to:** Head of Woodwind/Deputy Director of Music & Head of Instrumental Studies

**Main Purpose of Job:** Teaching Clarinet across the 13-18 age range

### **General tasks and responsibilities:**

- To teach Clarinet across the 13-18 age range
- To monitor, record and report on pupils' progress
- To meet all administrative deadlines
- To attend concerts in which your pupils perform (when possible)

**Start Date:** September 2017

**Hours:** Approximately 4 hours per week (with scope to expand considerably)

**Salary:** Visiting Music Teachers are employees of Eton College and receive statutory holiday pay and travel expenses in addition to a generous hourly rate

## Person Specification

	Essential	Desirable
<b>Qualifications</b> <ul style="list-style-type: none"> <li>• Music Degree/Diploma/professional teaching qualification</li> </ul>	X	
<b>Experience</b> <ul style="list-style-type: none"> <li>• Previous experience of teaching 13-18 year olds</li> <li>• Experience of top level professional orchestra performance</li> </ul>	X	X
<b>Skills/ Knowledge and Abilities</b> <ul style="list-style-type: none"> <li>• A 'team' player with ability to work flexibly as part of a diverse team</li> <li>• Good written and verbal communication skills, especially in relation to staff, students and parents</li> <li>• Excellent organisational skills</li> <li>• Positive, enthusiastic, flexible with a pro-active attitude.</li> <li>• Ability to adapt to changing situations</li> <li>• Ability to work evenings and weekends by arrangement</li> <li>• Excellent IT skills</li> </ul>	X X X X X X	X
<b>Personal Qualities</b> <ul style="list-style-type: none"> <li>• Approachable, open and honest</li> <li>• Dedicated, conscientious and hard working</li> <li>• Willingness to collaborate and co-ordinate with the other woodwind teachers</li> </ul>	X X X	

## CLOSING DATE

The closing date for these positions is noon on 24 May 2017. Applications received after this time will not be considered. Interviews and assessments are planned to take place week commencing 12 June 2017.

## **RECRUITMENT PROCESS**

Applicants are invited to complete an application form from the College website <http://www.etoncollege.com/TeachingPosts.aspx>

Completed forms should be submitted to: [recruitment@etoncollege.org.uk](mailto:recruitment@etoncollege.org.uk)

Candidates should ensure that their application form provides sufficient information to enable the College to follow their complete employment and other history since leaving school.

Alternatively signed and completed forms may be sent to:-

Human Resources

Eton College

Windsor

Berkshire

SL4 6DW

## **OFFER AND PRE-EMPLOYMENT CHECKS**

If your application to the College is successful you will receive a conditional offer letter. This will explain, in detail the pre-employment checks that we are required to satisfactorily complete. These include:-

- An Enhanced Disclosure from the Disclosure and Barring Service (DBS), together with child protection screening and checks with past employers – all of which must be satisfactory to the College.
- Request and verification of two references (one of which must be from your most recent/current employer).
- Verified reference from the applicant's most recent employment where a candidate has worked with children.
- Completion of a confidential pre-employment medical questionnaire and referral to an Occupational Health practitioner if required.
- The College reserves the right to make other required checks.
- For further information please refer to our recruitment policy <http://www.etoncollege.com/userfiles/files/Recruitment-selection-disclosure-policy-procedure.pdf>

## **BENEFITS**

### **Pension Scheme**

Employees who wish to be enrolled into the College's Group Personal Pension Plan can choose either to contribute 4.9% of their salary and the College will contribute 11% or to join the auto-enrolment category where they will currently pay 1% and the College pays 1%. These auto-enrolment amounts will increase gradually over the next few years in line with Government requirements.

### **Life Assurance**

Life Assurance (death in service) benefits commence upon employment and cease 31 days after leaving Eton Service. This is currently 4 times basic salary.

### **Sports and Leisure Facilities**

Employees at the College enjoy free use of the College Gym, swimming pool and tennis courts with subsidised use of other sport facilities, together with free use of the School Library, and free entry to College theatre and concert productions.

### **Childcare Vouchers**

The College's Childcare Voucher Scheme is supplied by Edenred. More details are available from the HR Department.

### **Employee Assistance Programme**

All employees have access to counselling services provided by Health Assured. More information is available from the HR Department.

### **Give as You Earn**

The College is registered with Give as You Earn. This payroll deduction scheme enables employees to make regular deductions directly from their salary in support of their chosen charity or good cause.

### **Induction**

All new employees joining Eton will have an induction to the College which will include Department specific, and Health & Safety requirements, and any other information necessary for them to do their job.

### **Probation**

All new employees joining Eton will work through a probation period before appointment to the post is confirmed.