



ST PAUL'S
GIRLS' SCHOOL



**DIRECTOR OF
MUSIC
CANDIDATE PACK**



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WELCOME FROM THE HIGH MISTRESS

St Paul's Girls' School is an extraordinary school. Not only does it regularly achieve the best GCSE and A-Level results in the country, but it has a truly distinctive ethos, focused on nurturing creativity, curiosity, and a love of academic discovery. Ours is a school full of opportunity where students are encouraged to take responsibility, to get involved and to broaden their horizons. They are actively engaged in service to the community and local partnerships around. Friendships made at St Paul's last a lifetime.

The education we offer is classical yet forward-looking, encouraging students to take risks, think ambitiously and play a leading role in the world beyond school. It is no coincidence, therefore, that amongst our alumnae we count leading scientists, journalists, artists and politicians. One of our earliest students was Rosalind Franklin, whose brilliant pioneering work was pivotal to the understanding of DNA. She once commented that 'science and everyday life should not be separated', a maxim we fully support to this day.

The co-curricular programme at St Paul's is wide ranging and ambitious. Music plays a central role. The composer of *The Planets*, Gustav Holst, was Director of Music at the school for over thirty years, and his legacy continues. Likewise, the quality of drama and art is very high indeed and we believe this is crucial to a rich education. Sport features strongly too, with an emphasis on wellbeing and teamwork. Most important of all, however, is our belief that all students should receive the kindest and most individual of pastoral care, and this feature is fundamental to our school.

SPGS remains the most dynamic, forward-looking school I have ever had the pleasure to work for and I hope that you will consider joining us.

Joan Tetter



AN INTRODUCTION TO SPGS

St Paul's Girls' School (SPGS) is an historic and highly successful day school in west London, welcoming students aged 11 to 18. It was founded in 1904 by the Worshipful Company of Mercers as one of the first purpose-built schools for girls and was designed by the architect Gerald Horsley. It is one of the country's leading independent secondary day schools for girls aged 11 to 18 and is a lively academic community with excellent facilities for all subjects.

There are approximately 800 students on role, coming from a wide range of feeder schools across both the state and independent sector and there is a thriving sixth form of about 230 students.

Entry to the school at 11+ is by competitive exams held in January and at 16+ in November, and there is heavy demand for each place. Public exam results are consistently outstanding and about 40% of all students every year move on to Oxford and Cambridge. Increasing numbers also go on to higher education at Ivy League colleges in the United States. Aspirations and achievements in many areas go well beyond what one would normally expect from a school, making St Paul's a very exciting and stimulating place in which to work.

The emphasis on liberal learning established by the

first High Mistress, Frances Gray, finds expression today in an academically adventurous curriculum, which encourages intellectual freedom, discovery, and the joy of scholarship. Pastoral care is excellent, and all students are placed in small tutor groups to ensure the highest standards of personal attention and development. There is a vibrant co-curricular life and a busy programme of partnership and service activities, which demonstrate the importance of collaboration, diversity and inclusion, and which empower students to make a difference in the world beyond school.

We have an excellent reputation for the creative and performing arts, with students contributing to an exciting programme of musical and dramatic performances and art exhibitions. Our co-curricular programme is full and varied, offering innumerable opportunities for students to develop their individual interests and skills, from debating to fencing, chess to Fem Soc. We have an active and popular society focused on sustainability, which works closely with the school to raise awareness of environmental issues and to reduce our carbon footprint, a project to which we are deeply committed. The school is well accustomed to sporting success, with hundreds of fixtures played throughout the year and opportunities for all ages and talents. Our pitches, tennis and netball courts, sports hall and pavilion are close by, offering some of the best sporting facilities a central London school could wish for.

AN INTRODUCTION TO SPGS

Diversity and Inclusion sit at the heart of the school. We believe passionately that it is our moral imperative to contribute to social mobility through education, and to work to reduce the attainment gap, which, the EPI recently reported, has stopped closing for the first time in a decade. Our bursary programme currently provides financial support to 11% of students, and we are at the beginning of an exciting journey to increase that figure significantly. Our bursary students enrich our school community beyond measure, bringing with them differing world views and lived experiences that contribute to a wonderfully diverse student body.

Our partnerships programme has grown considerably in recent years. We work extensively with primary schools, secondary schools and the local community to widen educational opportunities by sharing our facilities and expertise and to provide mechanisms by which we can learn from each other. Our staff and students are engaged in numerous projects, from our new Primary Hub where students mentor primary students, to our Friday service programme, which sees our Y12 students off timetable for an afternoon a week to pursue service activities. Additionally, our collaboration with St Paul's School continues to grow, with an

increasing number of joint activities and opportunities for all staff to get involved.

We are committed to providing a cutting edge, relevant and future proof education for our students. To that end, the school has invested significantly in a programme of building works and refurbishment, including a new Centre for Design & Innovation (CDI), which will house our computer science and creative technology department, alongside sculpture, art and design. The CDI is on track to open at the end of 2023. The development of new technologies will impact every career and every aspect of our lives; the creative industries are the fastest growing sector of the UK economy, accounting for 1 in 6 jobs in the UK. It is essential, therefore, that we ensure our students are fully equipped with the skills, knowledge and expertise they need to navigate a digital world with confidence and that we prepare them for the careers of tomorrow. The building will house art & sculpture studios, with a live broadcast studio, maker spaces and tech labs, and encourage interdisciplinary activities across the breadth of the curriculum, as well as creating opportunities and capacity for partnerships work.

This is an exciting period for the school as we build on the extraordinary foundations of the past to ensure the education we provide is forward-looking and responsive to future needs.



ROLE DESCRIPTION

The school seeks to appoint a full-time Director of Music to take up post in September 2023. This is an exciting opportunity for an inspirational musician, teacher and conductor to lead a high profile and vibrant music department.

Following in the illustrious footsteps of Holst, Vaughan Williams and Howells, to name but three, the next Director of Music will build upon Leigh O'Hara's 11 years of exceptional leadership to take music at St Paul's Girls' School on to the next stage of its development, so that it remains one of the beacons of school music in the UK. The post holder will also have the exciting opportunity to make a major contribution to the development of music partnerships at SPGS.

The department is generously staffed, and the Director of Music is supported by a Deputy Director of Music/Head of Practical Music/Head of Singing; Head of Academic Music; Composer in Residence/class music teacher who is also Head of Composition and our school directed course, another class music teacher and four Heads of Section covering keyboard, strings, singing and wind, brass and percussion. The department is supported by a Music Manager, who also acts as PA to the Director of Music, and a Music Technical Manager who is also involved in lessons and co-curricular. Individual music lessons are popular and there are currently around 45 self-employed peripatetic teachers, teaching around 600 lessons every week to over 60% of the school.

The department is housed in a historic listed building designed to Gustav Holst's original specifications. At the heart of the department is the magnificent 236-seat Singing Hall as well as three class teaching rooms, 14 soundproofed individual teaching rooms, a percussion room, and a departmental office alongside four rooms used for individual lessons and rehearsals in the main school building. One classroom contains 23 Apple Mac computers as technology features in all parts of the curriculum. Large-scale concerts take place in the beautiful setting of the school's Great Hall. The Holst Room, in which *The Planets* were composed, is now a busy teaching space.

All students learn music for 75 minutes a week from Y7 to Y9. In Y10 and Y11 it becomes an optional subject, where students can pursue the school's unique course which challenges them to study beyond the confines of a GCSE, developing their musical skills and intellectual curiosity. Around 20 to 30 students take the course each year. Music is also taught as an A-level option and students regularly go on to study music at university.

Music plays a central and much valued role in the cultural life of the school. Students of all levels and abilities are encouraged to participate in a busy and varied co-curricular programme of around 25 weekly ensembles and 20 chamber groups. These include three orchestras, two wind bands and a soul band, five

choirs, two string ensembles and many smaller chamber and vocal ensembles including jazz, pop and rock groups.

Most of the groups are open without audition and the aim is to have something for every student do to whatever their age or level of experience.

There are numerous performing opportunities, including formal large-scale concerts each term, many smaller-scale concerts throughout the school year, and a weekly lunchtime concert series making a total of around 70 concerts and events each year. In addition, there are regular staged productions of musicals and operas such as *Sweeney Todd*, *The Sound of Music*, *Grease* and Gluck's *Orfeo ed Euridice*. Orchestras and choirs perform major works from the repertoire (such as Holst's *The Planets* and Mahler's *First Symphony*) and also perform outside school in venues such as St John's Smith Square and the Royal Albert Hall. In addition, the department undertakes overseas tours which have included Boston, Rhineland and Venice. This year there will be tours to Belgium and Portugal.

Joint performances with St Paul's School are a feature with a concert every September involving amalgamated orchestras and choirs performing major works such as Bach's *Magnificat*, Tchaikovsky's *Sixth Symphony* and Shostakovich's *Fifth Symphony*. The schools also collaborate on joint string days and at occasional services at St Paul's Cathedral. Our students are regularly represented in the National Youth Orchestra, the London Schools' Symphony Orchestra and the National Children's Orchestra. A significant number of students also study in the junior departments of the London music colleges.

We are keen to attract students of outstanding musical potential to the school and offer a scholarship assessment process for entry at 11+ and 16+, as well as an internal opportunity at 13+. These assessments are based on practical audition and interview. There are currently about 35 music scholars and exhibitioners.

Partnerships is a major feature of SPGS and the music department has an established scheme called the *Jupiter Project*, which involves around 20 students mentoring over 50 primary school pupils over a four month period leading up to the performance of a specially composed work. St Paul's School will be joining us this year and there is significant scope to grow this project in the coming years.

ROLE DESCRIPTION

KEY RESPONSIBILITIES

The bullet points below provide an outline of the main areas of responsibility. A fuller description of the Director of Music and a sense of its vibrancy and importance can be found [here](#).

Leadership of the Music Department, includes:

Strategic

- Setting the tone of the Music Department including standards, values and priorities
- Setting a clear strategic direction for the Music Department in discussion with the High Mistress, staff and, where appropriate, students and parents
- Ensuring that the department plays its part in delivering partnerships projects that have an impact on the challenges facing music education nationally
- Ensuring that the department is aligned in its strategy and development with school aims and values
- Ensuring that diversity and inclusion continues to develop in all threads of the department's work

Academic

- Teaching a timetable of classroom music as appropriate to the role and candidate's strengths
- Overseeing the curriculum and working with the Head of Academic Music to ensure academic success and engagement across the school

Co-Curricular

- Have oversight of all choral, orchestral, band and chamber music in the school including choice of repertoire, rehearsals and performing opportunities
- Overseeing practical work working with the Head of Practical Music
- Being principal conductor of the Symphony Orchestra and involved in a number of other co-curricular activities as appropriate
- Liaising and working with other departments as necessary
- Playing a major role in developing and expanding the department's partnerships



Concert Management and Publicity

- Working with the Head of Practical Music to plan and oversee all school music performances
- To coordinate publicity and communications for all events
- Ensuring that the school attracts the best candidates for music scholarship auditions

Visiting Music Teachers

- Working with the Head of Practical Music to oversee all VMT matters, including the Handbook, and ensure that all policies and are adhered to and carefully communicated
- Consulting with the High Mistress, Bursar and Head of HR to keep up to date with school and national policies
- Managing the performance of VMTs as necessary and to take action where required in consultation with Heads of Section (HoS) and Head of Practical Music

Pastoral

- Be mindful of students' co-curricular commitments, and particularly award holders, in collaboration with the Head of Practical Music
- Being a point of contact for any student who needs help with any part of their musical life at the school

Management

- Having a weekly meeting with salaried music staff and academic staff
- Line-managing salaried staff (except the Music Manager and Music Technical Manager, who are line-managed by the Head of Practical Music) and mentor staff where necessary
- Having responsibility for the department budgets and all financial matters
- Being aware of all training needs and professional development within the department
- Maintaining a happy and motivated team

Facilities

- Monitoring and dealing with any problems with facilities in the department
- Monitoring and updating all health and safety policies and practices
- Overseeing the development of facilities in order to ensure the operational needs of the department are met

General

- Recording and reporting students' work
- Disciplining of students according to school policies
- Liaising with the High Mistress regarding all musical activity in the school
- Performing any other duties as may arise from time to time



PERSON SPECIFICATION

The successful candidate will have:

- Commitment to the SPGS values and ethos
- Experience as a performing musician at a high level
- Advanced conducting skills, preferably in an orchestral setting
- A good honours degree
- Ability to teach and work with very able students up to A-level
- Management experience in a school setting
- Good verbal and written communication skills and the ability to address large audiences with authority
- The ability to work effectively with all constituencies, staff, students, parents and governors
- The ability to lead, inspire and think creatively, as well as to operate effectively within a team
- Stamina, resilience, empathy and a sense of humour
- The ability to diffuse conflict and to be flexible
- A positive 'can do' attitude
- Excellent organisational skills



FURTHER INFORMATION AND HOW TO APPLY

Terms and conditions of the post

Salary is according to qualifications and relevant experience. St Paul's Girls' School has its own generous salary scale.

Successful candidates for posts here are required to complete a medical declaration and undergo the normal DBS checks.

Application and interview procedures

Please submit applications using the application form provided along with a full supporting statement outlining why you are applying for this role. The form will, in addition, require you to give details of your qualifications and experience and the names, addresses, telephone numbers and e-mail addresses of two professional referees, one of whom should be the Head of your present or most recent school or college.

Applications should be submitted by Monday 21 November 2022, 9am.

St Paul's Girls' School will invite longlisted candidates for interviews, and some ensemble coaching on Monday 28 November. Following this, shortlisted candidates will be invited to further interviews on Thursday 8 December. Shortlisted candidates will also be required to conduct the Symphony Orchestra, teach a lesson and undertake a written task.

Disclosure and Barring Service (DBS) and overseas police checks

St Paul's is a "registered body" under the Police Act 1997 because employment here involves access to children under the age of 18. This post will require an enhanced DBS check from the Disclosure and Barring Service (formerly Criminal Records Bureau) before we can confirm an offer of employment. Unless you are a member of the DBS Update Service you will need to apply for a new disclosure, even if you already hold one. Former members of staff who are not on the Update Service who re-join us also require fresh disclosures unless less than three months have passed between their leaving and their re-employment date. If you have lived or worked abroad for a period of 6 months or more during the past 5 years you will also need to provide appropriate paperwork, such as a police certificate of good conduct, from the countries you have lived in.

Safeguarding guidelines

The post-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 adhere to and ensure compliance with our child protection policy statement at all times. If, in the course of carrying out the duties of the post, the post-holder becomes aware of any actual or potential risks to the safety or welfare of children at St Paul's, s/he must report any concerns to our safeguarding designated teacher or to the High Mistress.

St Paul's Girls' School is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, or age.

Closing date: Monday 21 November, 9.00 am

Interview dates: Monday 28 November and Thursday 8 December



ST PAUL'S

GIRLS' SCHOOL

Contact us to find out more

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