



HEAD OF SINGING AND DIRECTOR OF THE CHAPEL CHOIR

— INFORMATION PACK —



WELCOME

The community of Oundle, in which staff, pupils and the town have coexisted for over 450 years, is unique.

Walk around and you will sense both tradition and innovation at every turn, from our remarkable buildings and facilities to the daily interactions that take place within our classrooms. Our teachers live and work in a community from which they draw inspiration constantly. This is a privilege in and of itself. The fact that our teachers do this in the company of our extraordinary pupils, with their endless enthusiasm and thirst for learning both inside and outside the classroom, is what makes Oundle truly special.

Academic rigour lies at the heart of our curriculum. So too does the passion that our teachers have for their subjects. But we do not stand still. Our ability and willingness to change has long been the defining measure of our success, and it is through embracing new facilities, techniques and technologies that we seek constantly to develop our academic curriculum. Our teachers nurture the natural curiosity and ability of Oundelians. We afford them the necessary time, resources and expertise to ensure that each and every pupil is immersed in creative and productive work across the breadth of the curriculum. We acknowledge, pursue and reward academic excellence at every opportunity, be that in the classroom, in our academic societies or in intellectual endeavours beyond the confines of our School.

It is this approach which instils a love of scholarship – a life of learning – in all our pupils and staff, helping to forge an intellectually curious community that collectively seeks to understand better, and ultimately to serve, the complex world we inhabit.

Please do read on and begin to experience Oundle for yourself. A warm welcome awaits.



Schools flourish because of the way in which you treat people. That is not just true of schools, it is true of society and of communities. We value our pupils as able children who love school. What I would say to anyone who is thinking about applying for a teaching role here matches this. If you enjoy the full breadth of school life, if you love your own academic discipline and if you really enjoy the company of teenagers, why wouldn't you work at Oundle? This is not a place where Oxford and Cambridge graduates only dare apply or those with a background in independent schools. This is a living, breathing school with a very diverse pupil and staff body. The teachers who genuinely flourish here are those who are drawn vocationally to teaching and who are aspirational for themselves as well as for their pupils.

Sarah Kerr-Dineen, Head

Hear more from Sarah here:



“TEACHERS HAVE SO MUCH TIME FOR YOU AND TAKE AN ACTIVE INTEREST IN MAKING SURE THAT YOU'RE STRETCHING YOURSELF. YOU ARE GIVEN SO MANY OPPORTUNITIES AT OUNDLE AND IF YOU MAKE THE MOST OF THEM, YOU WILL JUST FLY.”

Current Oundelian

TEACHING AT OUNDLE

Rooted in a desire to do the right thing by our pupils, our teachers are naturally ambitious and strive for the best in all that they do. And while our pupils yearn to learn, so too do our teachers.

Through immersion in the three coherent strands that define life at Oundle, that of the academic, the pastoral and the co-curricular, our teachers encounter countless learning opportunities on an almost daily basis. Fully supported by our extensive continued professional development programme (CPD), they are able to refine and develop their craft. This unwavering pursuit of excellence in the joyful company of our pupils makes for an unrivalled working environment.

OPPORTUNITIES BEYOND THE CLASSROOM

Pastoral

School life at Oundle is centred around our House system, where loyalties and friendships run deep. All teachers are assigned to a House as a Tutor, assuming responsibility for the academic progress and pastoral welfare of a small group of tutees. Our vertical tutor system ensures all teachers are attuned to the varying needs and demands of all year groups in the School, with endless opportunities for pastoral development.

Co-curricular

The co-curricular offering at Oundle is something to behold. This provision only exists due to the passion and experience of our teachers who throw themselves in to all manner of activities on a daily basis. Just as we ask our pupils to push themselves out of their comfort zones, we ask the same of our staff also. We do so not only to provide enriching experiences for all, but because this is where real learning happens and where lifelong memories are made.

CPD

With senior members of staff dedicated to both Professional Development and Teaching and Learning, our teachers are encouraged to constantly develop their skills in a supportive manner. Initiatives such as Observe in October, TeachMeets, Bitesize PD and Teaching and Learning Book Clubs stimulate professional development and teachers can't help but be actively involved.

Educational Partnerships

Oundle offers extensive opportunities for young people to benefit from academic enrichment events and programmes, working closely with maintained sector schools nearby through the OPEN Learning Partnership and others on a more national scale. Teachers are encouraged to contribute to our educational partnerships programme in a variety of ways, both with our own pupils and those outside our doors.

IS OUNDLE RIGHT FOR ME?



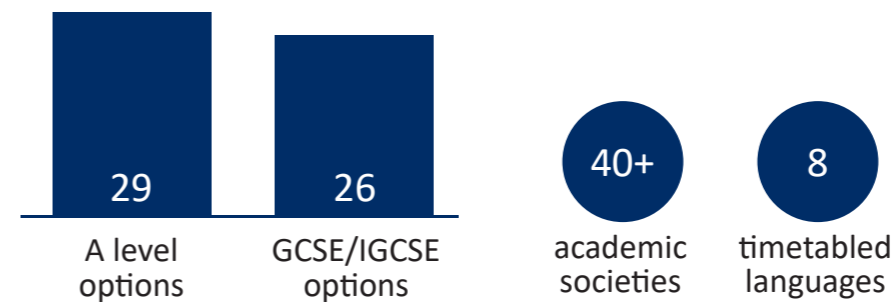
Upon arriving in Oundle, I guarantee you will be struck by the warmth of our community. It is one that continues to attract the very best teachers and the broad range of talents and interests that exist within our staff body is truly humbling. Their love of sport, music, drama, outdoor pursuits and all manner of other activities is matched only by their passion for their subjects and the value they place on academic rigour. Through giving to this community and through facilitating such enriching experiences for our pupils, you will find that your life as a teacher is equally enriched.

Adam Baragwanath, Deputy Head Academic

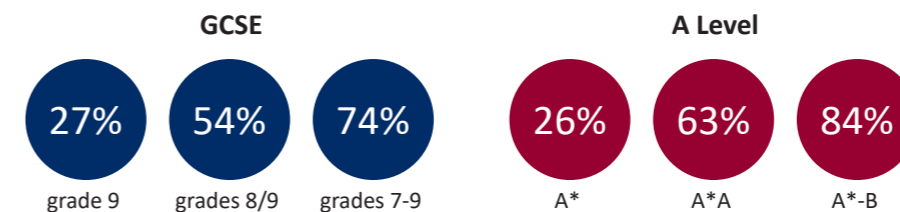


A LOVE OF SCHOLARSHIP

A love of scholarship is an aspiration for every one of our pupils. Success in public examinations forms the basis of our examined curriculum but is only part of our academic approach. A rich and stimulating programme of non-examined courses and electives across all year groups form an integral part of the curriculum.



OUR EXAMINATION RESULTS



BEYOND OUNDLE

On average **10%** of our leavers take up places at Oxbridge each year and **75%** go on to Russell Group Universities. Many look to prestigious universities abroad for higher education with a more global approach.

TEACHING AT OUNDLE IS A DEMANDING JOB BUT IT IS IMMENSELY AND INTENSELY SATISFYING. AS A TEACHER, YOU CAN EXPECT TO GROW, YOU CAN EXPECT CONSIDERABLE PROFESSIONAL DEVELOPMENT AND YOU CAN EXPECT TO BE TAKEN SERIOUSLY AND TREATED LIKE A VALUED HUMAN BEING. THERE IS A HUGE AMOUNT OF GIVE AND TAKE HERE AT OUNDLE AND THE MOST MONUMENTAL MOUNTAIN OF GOODWILL."

Hear more from our teachers about their lives at Oundle:





WORKING AT OUNDLE

There are 800 people who work at Oundle, of whom 150 are teachers. Keeping that body of people together and feeling part of the same enterprise is absolutely vital.

A WONDERFUL PLACE TO LIVE

If you are considering relocating, you will find Oundle to be a beautiful and thriving historic market town in the heart of Northamptonshire, with Peterborough just 15 minutes away and offering a direct 45 minute rail service to London Kings' Cross. Cambridge is under an hour's drive and Norfolk's tranquil beaches easily under two while all major UK airports are within easy reach.

Renowned for its Georgian streets and impressive limestone buildings, Oundle has a spirited cultural and sporting life, with a wide range of sports clubs, independent shops, coffee houses, pubs and eateries. Encircled by the river Nene, the town is blessed with beautiful countryside and many picturesque villages nearby.

SALARY AND BENEFITS

Life at Oundle is immensely rewarding and staff are at the heart of our whole School community. We greatly value the contribution that each and every teacher makes and we are committed to ensuring the best possible working environment, including a generous employee benefits package support and an emphasis on staff wellbeing.

In addition to a generous pay scale, benefits include:

- Enrolment in the School's Pension Scheme
- Generous fee discounts for both Oundle and Laxton Junior School
- Possibility of discounted School accommodation
- An extensive and supportive induction programme
- A firm commitment to your professional development

- Heavily subsidised membership of the Oundle School Sports Centre for you and your immediate family
- Participation in both Electric Vehicle and Cycle to Work salary sacrifice schemes
- Access to a Bupa Wellbeing Health Expenses Plan
- A Life Assurance scheme
- An employee assistance programme offering a wide range of specialist support and advice

- A personal Microsoft Surface Pro for use during your tenure
- Free meals during term time and free parking
- Access to the Cripps Library, including the Rare Books collection
- Free and discounted Stahl Theatre and Music concert tickets
- Heavily subsidised Common Room Bar and socials.

LAXTON JUNIOR SCHOOL

Founded in 1973, Laxton Junior School (LJS) is an integral part of Oundle School, educating children between the ages of 4 – 11. With around 260 pupils, it is a school small enough for everyone to know and look out for each other, but big enough to have great reach across all aspects of the curriculum and beyond.

The vast majority of pupils progress to Oundle and there are strong links between the two schools, including across sport, curriculum subjects and after school clubs. LJS is located with several acres of beautiful green land in the town, benefiting from its own sport pitches while making the most of Oundle's outstanding facilities, including the Sports Centre and SciTec.

www.laxtonjunior.co.uk



**Laxton
Junior School**
Oundle

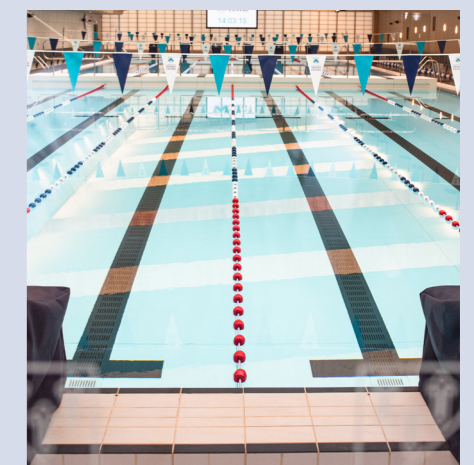


Oundle Sports Centre

Our state-of-the-art Sports Centre, which opened in 2020, offers a wide range of classes, fitness facilities and activities on a commercial basis, as well as numerous courses, children's holiday clubs and organised parties. Public access in term time is programmed around the sporting requirements of both Oundle and Laxton Junior School, with both Schools allocated exclusive access to the Sports Centre at key times.

Facilities include a 50m swimming pool, an 8 court hall, a 70 station fitness suite, a dedicated dance studio, three further multipurpose studios and a café. It is the gateway to all School sports and is located next to the original sports centre which, amongst other things, has indoor cricket nets and an indoor climbing wall.

www.oundlesportscentre.co.uk





MUSIC AT OUNDLE

The Music Department is housed in an old Georgian Rectory, now the Gascoigne Building, near the centre of the School and the town. The Gascoigne Building provides an attractive and well-equipped environment for music education. The School has a fleet of 54 pianos, harpsichord, its own Music Library, and the chapel has 3 organs: a three manual instrument, built in 1984 by Frobenius of Denmark, a Johnson 5-stop continuo organ, and a Copeman Hart built in 2000.

The Music Department presently consists of the Director of Music, Head of Academic Music and School Organist, 5 Heads of Instruments specialising in Wind & Brass, Strings & Alexander Technique, Keyboard, Singing, Music Production (with Guitars & Percussion), an Academic Music Teacher, supported by a team of over 40 part-time visiting music teachers and two Administrators.

Around 940 instrumental lessons are given each week. All pupils are encouraged to play in instrumental groups and to sing in choirs as soon as they reach a reasonable standard. Ensembles are tiered in terms of ability. At present, the largest ensembles include the CCF Marching Band, Symphony Orchestra, Chapel Choir, Chamber Orchestra, Wind Orchestra, Concert Band. Other significant ensembles include two Jazz Orchestras, Schola Cantorum, the Pipers and Drum Corps. Many smaller ensembles flourish in addition to these through all instrumental families, such as Chamber Choir, Junior Choir, rock bands, ukele group, via percussion, wind, and brass ensembles, through to string quartets and a host of chamber music making.

All groups are given frequent opportunities to perform in concerts, services or social functions in and out of School throughout the year. There are competitions during the year for solo and ensemble performance (most notably the Hepburn Festival, Music Theatre, House Part-Song and House Singing. The Department is involved with many productions in the School's Stahl Theatre,

ranging from incidental music for plays to full-length musicals. There is a biennial concert given in Hong Kong, and there are links with Creative Oundle which encompasses the Oundle for Organists summer school and Oundle International Festival. Alexander Technique is important and the department was instrumental in the ground breaking initiative Violinists in Balance that was developed alongside the Conservatoire in Utrecht. The School has a partnership with the Royal College of Music, giving Oundle musicians unique access to the College's professors and facilities. A number of linked events take place annually. Recent tours have included the Jazz Bands to open the Montreux Jazz Festival, Lake Garda, Normandy and Aix en Provence, Chamber Music to Prague, and musicians travelling to give concerts in the Far East.

Music is taught in classes to all First and Second Forms (11-13 years). Pupils in the Third Form choose to study the subject and GCSE and A Level Music is delivered to good numbers, along with a 6th Form Diploma course option. The Music School has good facilities for technology in music and these play an important part in studio work and compositional work for GCSE/A Level. There are popular, weekly classes in theory and aural training.

The School offers music scholarships for entry at 11+, 13+ and 16+ and a number of Music Exhibitions; around 100 pupils hold music awards. Award holders are reviewed annually.



To find out more about this department, visit our website:



JOB PURPOSE:

THE POST HOLDER WILL BE RESPONSIBLE FOR ENSURING THAT THE EDUCATION OF PUPILS IS UPHELD AS A PRIORITY AND THAT THE HIGHEST POSSIBLE STANDARDS IN WORK AND CONDUCT ARE ACHIEVED THROUGHOUT THE DEPARTMENT. THEY WILL DEMONSTRATE A POSITIVE WORKING STYLE WITH ENTHUSIASM AND COMMITMENT, LEADING THEIR TEAM BY EXAMPLE. THEY WILL ADVISE THE DIRECTOR OF MUSIC ON SPECIALIST ISSUES AND DEVELOPMENTS RELATING TO THE TEACHING OF LESSONS IN THEIR DEPARTMENT(S), INCLUDING THE SUITABILITY OF MUSIC FOR CONCERTS, CONSERVATOIRE ENTRANCE, MUSIC SCHOLARS, AND ANY OTHER MATTERS IN WHICH THE DIRECTOR OF MUSIC MAY SEEK ASSISTANCE.



THE ROLE: HEAD OF SINGING AND DIRECTOR OF THE CHAPEL CHOIR

IDEALLY TO START IN JANUARY 2025

The Head of Singing works under the jurisdiction of the Director of Music and will work closely with the VMT singing teachers, the School Organist, Head of Academic Music, Heads of Instruments and Chaplains. The postholder is also the Director of the Chapel Choir.

The Head of Singing's primary function is to ensure the quality of the singing throughout the school and to foster a love and enthusiasm from the pupils in their singing across a diverse range of activities and repertoire each year. The Head of Singing will teach up to 15 hours 1:1 a week and will oversee the running of the choirs. They may also be required to share the weekly congregational hymn singing practices, and to oversee pupil groups – such as Close Harmony, or Barber Shop on a more tailor-made basis. The House Singing Competition is one that involves pupils across the school, and the Head of Singing will be active in helping run that event.

Oundle School has four choirs: the Chapel Choir with 60 pupils, Chamber Choir (effectively a training choir for the Chapel Choir), a Junior Choir made up of Year 7 and 8 pupils and the Schola Cantorum, an elite chamber choir. Chapel Choir usually leads the worship in Chapel each week, but each choir will have the chance to sing a Sunday service each term. We are keen to develop a Community Chorus for parents, staff and local community to perform alongside Oundle's Choral Society and combined Oundle School Choirs for special events and large-scale concerts. We are also keen to develop a 'Three Choirs project' as a 'pre-season' tour in late August, involving three schools, and a tour of three UK Cathedrals with three choral directors.

There are up to two services each Sunday in the School Chapel, one led by the Choir, with midweek services and special services as required. School choirs regularly visit cathedrals to sing evensong and have opportunities to perform in venues away from Oundle.

The programme of music for the School is under the direction of the Director of Music; the Head of Singing works closely with the Director of Music in the planning of music events involving the choirs. The Head of Singing compiles the programme of music for the Chapel ahead of each term, in consultation with the Chaplains, the Organist and the Director of Music. The Head of Singing will run the Chapel Choir, Chamber Choir, and Junior Choir providing opportunities for all pupils wanting to sing, to train singers and nurture the long-term provision of choral singing throughout the school and help the School Organist in his work. The Director of Music runs the Schola Cantorum and will run the Community Chorus. It is recognised that the sharing of skills is beneficial, and that choral forces may be shared on occasion.

The Head of Singing will be proactive in suggesting and sourcing appropriate repertoire for these choirs, will take choir practices, recruit and audition singers, liaise with the singing VMTs and be available for all services. The Head of Singing is also available to assist and support the Director of Music, particularly in relation to large scale projects.



MANAGEMENT OF DEPARTMENT

The Head of Instrument will be expected to:

- co-ordinate the timetabling of lessons in their department(s) and advise the Director of Music as to the allocation of pupils to VMTs
- teach 15 hours per week, a copy of all timetables is to be lodged on SOCS, alongside all other staff timetables
- teach or coach 4 hours per week of ensembles or classes and be pro-active in ensuring all pupils are involved with appropriate ensembles, forming new ensembles should opportunities or demand present themselves
- liaise with parents on pupil performance and handling any parental queries in the first instance
- carry out any administrative tasks in relation to the role; take responsibility for the promotion of their concerts,

dealing with associated administration such as trip forms, risk assessments, posters and programmes

- co-ordinate entries for examinations, competitions and public concerts as required and scheduled; this involves obtaining and confirming the pupil names, submitting associated paperwork to all stakeholders as appropriate in a timely manner
- ensure that pupils within their department are involved in ensembles, theory and aural classes
- take an active role in providing suggestions for potential masterclasses, performance opportunities, and possible adjudicators
- responsible for all examination candidates within their discipline, whether Associated Board, Trinity, A level, GCSE or any other performance. They also have responsibility for the

correct entry of these candidates and the satisfactory conduct of the examinations. They will have a full awareness of the current syllabus and teaching, whilst being proactive in raising suggestions for new syllabuses

- hold regular department meetings in order to set standards and monitor progress of pupils, as well as to share teaching expertise and to provide relevant information to the department in a timely manner
- assist with covering or taking other classes (including academic lessons) as and when required (e.g. staff illness)
- be responsible for the care and maintenance of the sheet music within their department, and for keeping an orderly inventory, especially in the case of all choral music. They are responsible for the upkeep and tidying of the areas where they work.

MANAGING PERSONNEL

In conjunction with the Director of Music, the Head of Instrument will be expected to:

- in liaison with the Director of Music, be responsible for the effective recruitment and allocation of VMTs ensuring adherence to internal policy, legislative and regulatory requirements, and contribute to the recruitment and development of new and existing staff

- line manage VMT staff of the department and through PDR, the review system, to foster an appropriate standard of teaching and professional behaviour from VMTs and for encouraging appropriate professional development
- manage and motivate all department staff, to enable pupils to receive an education in the discipline, in a positive, encouraging, and effective working environment

- monitor and manage department staff absence
- contribute to, or take the lead (as appropriate), to employment processes e.g. capability, disciplinary, requests for flexible working, and any matters regarding employee relations.

WHOLE SCHOOL

As is consistent with the role of a teacher in the School, the Head of Instrument will be expected to:

- make a positive contribution to the wider life and ethos of the School
- show support for the pupils, their colleagues and Department, by attending scheduled concerts, competitions and performances

where their instruments are represented

- develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- be involved in the development of whole-School policies and links with senior management

- have an appreciation of the importance of diversity and respect for British values

The post holder will be expected to contribute to the extra-curricular life of the School as appropriate and to act as a pastoral tutor in a Boarding or Day house, as expected of all full time Academic Teaching Staff.

PERSON SPECIFICATION

QUALIFICATIONS

ESSENTIAL:

- Performance Diploma or Music degree
- Evidence of ongoing professional development

DESIRABLE:

- Teaching Qualification

SPECIALIST SKILLS & EXPERIENCE

ESSENTIAL:

- Previous Teaching experience of 1:1 and larger ensembles of all ages and standards, with a track record of working successfully with teenagers and young voices.
- Ability to teach beginners through to Diploma standard
- Knowledge of vocal technique
- Knowledge of vocal and choral repertoire
- Knowledge of music exam boards
- Excellent general musicianship with strong sight-reading abilities, and aptitude to accompany on piano
- Skilled in the use of ICT, including Sibelius software
- Knowledge of the Liturgy in relation to the Anglican Church
- Experience of running concerts

DESIRABLE:

- A knowledge and experience of working in boarding schools
- Working in a school or other educational establishment
- Proven leadership skills
- Proven experience of managing staff
- Strong links with the wider music industry (eg. exam boards, conservatoires, artistes, agents, ensembles, national ensembles)
- Experience of working in a Church
- Working as a soloist
- Working as a Choral Director
- Former organ or choral scholar at University and/or within a Cathedral
- Current driving licence

PERSONAL QUALITIES

ESSENTIAL:

- Proven abilities to work well as part of a team
- Have a desire and the ability to work effectively with children and young people
- Energy and commitment
- Enthusiastic about subject
- Strong communication skills
- Ability to motivate and inspire others (staff and pupils) to achieve
- Calm under pressure
- Organised, punctual, and efficient in organising their workload and managing their time effectively
- Excellent judgement and decision- making skills
- Appreciates and reinforces the need for diversity and respects British values (as defined under Prevent Duty)
- A willingness to play a full part in the extra-curricular life of the School

DESIRABLE:

- Diverse interests and hobbies
- A love for learning
- Numerate

These key tasks and competencies are not intended to be exhaustive, but highlight a number of major tasks and skill-sets that the post holder may be reasonably expected to undertake and demonstrate. A **full job description is available on request**. All teachers are expected to demonstrate consistently high standards of professional and personal conduct, maintaining high standards of ethics and behaviours.

It is the shared responsibility of the post holder and the Head to ensure that job description is kept up to date.



OUNDLE SCHOOL AND LAXTON JUNIOR SCHOOL ARE PROUD TO BE EQUAL OPPORTUNITY EMPLOYERS AND WE WELCOME APPLICATIONS FROM ALL. WE ARE COMMITTED TO THE ELIMINATION OF UNCONSCIOUS BIAS, PROMOTING AN ETHOS OF INCLUSION, RESPECT FOR OTHERS AND CELEBRATING DIVERSITY IN ALL ITS FORMS THROUGHOUT THE SCHOOL COMMUNITY."

YOUR APPLICATION

If you are an outstanding individual, passionate about your respective field and excited by our philosophy as a School, we would love to hear from you.

Queries relating to the specifics of the role should be directed to the Music Administrator

- Email: music@oundleschool.org.uk
- tel: 01832 277132



KEY DATES

Closing date: Monday 14 October 2024, 12noon

Interview date: Tuesday 5 and Friday 8 November 2024

HOW TO APPLY

Please complete this [application form](#) and this [supplement form](#), before submitting using the contact details below.

Please note that only fully completed application forms with supplements will be considered. CVs and covering letters are not included in the short-listing process.

SHORT-LISTING

We assess all applications based on the information provided on the application form and will short-list candidate who best fulfil the criteria for the role and the person specification. Subject to the number of applications, short-listing may take place before the deadline for applications has passed. If you have not heard from us within two weeks of the closing date, you can assume that your application is not being progressed on this occasion.

Completed application forms should be returned to:

Post: Human Resources, The Bursary, Church Street, Oundle PE8 4EE.
Email: opportunities@oundleschool.org.uk
Tel: 01832 277193

SAFEGUARDING AND CHILD PROTECTION

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to appropriate safeguarding checks including an enhanced disclosure check by the Disclosure and Barring Service. All staff are required to provide evidence of identity, entitlement to work in the United Kingdom, and of qualifications declared on the application form.

FIND OUT MORE

Ahead of filling out an application, we highly recommend getting a feel for what we stand for as a School. Do feel free to explore our website at your leisure, but to help direct you, this further suggested content will hopefully give you a greater insight into Oundle and the wonderful community of people who live and work here.

Meet the Head

Hear from [Sarah Kerr-Dineen](#) about what brought her to Oundle and what makes her proud to be Head.



Our Philosophy

This is who we are as a School, what we do, what we value and where we are going. The full brochure is sent to all prospective parents.



Our publications

We have a number of publications, including *The Review*, which reports against our strategic objectives and *Oundle Opportunities* which illustrates the breadth of our co-curricular offering. Our GCSE and A level options booklets can be viewed [here](#) too.



We are committed to minimising our impact on, and improving the quality of, the environment both now and in the future. Since 2021 we have worked in partnership with iE, Investors in the Environment, to structure our efforts and track our progress towards something which is recognisably better than where we started. In the summer of 2022 we achieved the Bronze level of accreditation and we are now working towards Silver.



Website
www.oundleschool.org.uk



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