

**JOB TITLE:** Kodaly Musicianship Tutor - blended delivery post

**SALARY:** **£37,878 - £50,346** pro rata in accordance with the National Scheme of Salaries and Conditions of Service for Teachers and Associated Professionals. The postholder will be automatically enrolled in Scottish Teachers' Pension Scheme (STPS)

**LOCATIONS:** (Various locations – Mainly Caithness) Bower; Canisbay; Castletown; Crossroads; Halkirk; Keiss; Miller Academy; Mount Pleasant; Newton Park; Noss; Pennyland; Reay; Thrumster; Watten; Farr; Melvich; Tongue; Lochinver; NWSS – Immediate start available subject to statutory procedures

**JOB PURPOSE:** To deliver group sessions in Kodaly musicianship in schools using an appropriate range of styles and genres

## **KEY DUTIES AND RESPONSIBILITIES:**

### General:

- Applications are invited from suitably qualified musicians for the post of Kodaly Musicianship Tutor as outlined.
- Applicants should be able to demonstrate a good level of ability as singers/musicians and hold an appropriate music qualification with some experience of delivering class sessions based on recognised Kodaly techniques.
- Good communication skills will be required & previous experience of teaching, either privately or in schools, would be an advantage.
- The post is mainly located in Caithness amongst some of Highlands most stunning scenery – which in itself brings challenges. The successful applicant will require to have a strong, independent character and be prepared to spend a considerable amount of time working independently.
- A current driving licence and access to a car is essential.
- An energetic enthusiast who is interested in all forms of music is sought and the ability to form good working relationships with colleagues will be essential.
- The successful applicant will be responsible for delivery of music skills sessions to (mainly) Primary 3/4 pupils using Kodaly techniques and materials. Some schools will have composite classes.
- Training & support will be given in preparation and delivery of materials from existing members of the team and also at national level where appropriate.

- Sessions are delivered to schools on a rotational basis spread throughout the academic year.
- In accordance with national agreements the working week is 35 hours pro rata.
- This post is funded by Youth Music Initiative and administered by High Life Highland.
- The post is offered with a 23-month contract in the first instance, although it is anticipated that funding will continue beyond this period and a renewal of contract will be negotiated when appropriate.

#### Accountability

- Overall, accountable to HLH Head of Music Development

#### Particular responsibilities

- Actively promote a positive and collaborative workplace culture that supports the Charity's purpose of Making Life Better and i-care values to increase morale, productivity and performance.
- Teach a structured range of techniques to pupils at designated stages
- Create performance opportunities and promote ensemble playing where possible
- Provide a wide range of progressive, stimulating and attractive material
- Keep abreast of curricular developments relating to music, and maintain personal development
- Maintain accurate records of work and provide information for staff relating to Curriculum for Excellence criteria
- Ensure that the sessions being delivered relate closely to the wider Music provision in the school where possible
- Understand the relevance of music-making to small communities
- Maintain communications with the Head of Music Development
- Pursue continuous professional development and contribute to the continuous improvement of High Life Highland as a whole.
- Attend and undertake any training online or in person.
- Aim to reduce wastage and uphold our environmental values of being as sustainable as possible in all tasks.
- Assist and support other areas of High Life Highland with particular projects, training or in the event of holidays or sickness working cross-functionally across the team.
- Maintain an awareness and knowledge of the risk management responsibilities appropriate to their role, as identified within the HLH Risk Policy and associated guidance documentation.

**Other Duties:**

You may be required to perform duties, appropriate to the post, other than those given in the job specification. The particular duties and responsibilities attached to posts may also be varied without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not themselves justify reconsideration of the grading. As a result of such variations it will be necessary to update this job specification from time to time.

**Further information:** this post serves several vibrant school communities and has become available due to a reduction in hours request from the current tutor. The successful applicants can take up the post with immediate start available assuming all statutory procedures are completed. A willingness to work in a flexible and imaginative way, using a variety of teaching techniques will be supported.

It will be at the successful applicants discretion to become more involved in local school communities and support the wider music-making within these communities.

There is a precedent of successful session delivery using online mediums and we can offer appropriate support in delivery techniques from within the team. There will be an expectation that around 50% of sessions will be delivered online.

**Interview format:**

Applicants invited for interview will require to prepare as follows:

- 1) Lead a 30min group session using materials supplied in advance of the class
- 2) Questions from the panel.

**Date: August 2026**

*High Life Highland (HLH) is committed to the protection and safeguarding of vulnerable groups, including children and protected adults and believes that they should never experience any kind of abuse. It has a responsibility to promote the welfare of those in vulnerable groups and to keep them safe and to practice in a way that protects them. HLH expects all those with whom the Charity engages to share this position. Where applicable, new positions will be subject to the appropriate level of Disclosure Scotland checking; identity checks (address, date of birth), employment/experience history, two references (one of which must be most recent employer, where appropriate), qualifications, Right to Work in the UK (where applicable). The above will apply to anyone working on behalf of HLH (paid or unpaid) including all board directors, staff, workers, volunteers, agency staff and students.*

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**ESSENTIAL ATTRIBUTES:** In order to be able to carry out the duties of this post effectively and safely, candidates will be able to provide evidence of the following:-

| FACTORS        | ESSENTIAL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | HOW IDENTIFIED                                             |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| Qualifications | Evidence of achievement within the field of Music which will most likely include a recognised graduate qualification and/or relevant experience                                                                                                                                                                                                                                                                                                                                                                | Application Form<br>Accreditation                          |
| Skills         | <p>Excellent teaching skills which encourage high levels of progress and attainment by pupils</p> <p>High level skill as a music practitioner</p> <p>Proven ability to think and perform at a strategic level, together with effective consultation and negotiation skills</p> <p>Excellent interpersonal and communication skills – written, oral, phone and electronic</p> <p>Ability to maintain clear and concise teaching records</p> <p>Ability to work independently</p> <p>Good level of IT skills</p> | <p>Application Form</p> <p>Interview</p> <p>References</p> |
| Knowledge      | <p>Thorough knowledge of current issues in music education</p> <p>Knowledge of teaching and learning in all phases in schools as well as the pedagogy of music teaching</p> <p>Knowledge of a range of styles and cultural influences in music and performing arts</p> <p>Knowledge of national trends, developments in areas of music and performing arts education</p>                                                                                                                                       | <p>Application Form</p> <p>Interview</p> <p>References</p> |

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|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
|            | An understanding of the demands of learners with additional support needs                                                                                                                                                                                                     |                                                            |
| Experience | <p>Effective monitoring and evaluating of performance</p> <p>Ability to form effective relationships with schools, parents, teachers, students and stakeholders</p> <p>Ability to organise and manage work effectively &amp; make independent decisions where appropriate</p> | <p>Application Form</p> <p>Interview</p> <p>References</p> |

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| Personal qualities and commitment | <p>Develop positive working relationships with other professional and support staff from many different disciplines working with children and young people</p> <p>A commitment to safeguarding children, equality of opportunity and inclusion of children and young people</p> <p>Getting on well with others, co-operating and influencing others</p> <p>Belief in online delivery mechanisms and/or a willingness to travel throughout the designated area, with a desire to settle in one of the local communities for both practical travel reasons on a day to day basis, and the longer-term success in building and developing the breadth of the post</p> <p>Attention to detail and accuracy</p> | <p>Application Form</p> <p>Interview</p> <p>References</p> |
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