

## Primary Music and Performing Arts Teacher Job Description

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| <b>Position</b>               | Primary Music and Performing Arts Teacher  |
| <b>Reporting Relationship</b> | Primary Principal  |
| <b>Working Relationships</b>  | Primary Teaching assistant, Primary Teachers, PYP Coordinator, Advancement Centre teachers |

### Description:

The Primary Music and Performing Arts Teacher is responsible for all the teaching and learning that goes on in the designated grades and classes. Together with the working relationships the Primary Music and Performing Arts Teacher aims to elevate the individual students and grade specific level of artistic, academic, social emotional and physical well being.

### General Responsibilities:

- Ensure a physically and emotionally safe environment for students through positive framing, kind communication with students and adults, and predictable, consistent routines;
- Use classroom and behavioral management strategies that are positive, structured, consistent, respectful and responsive to student needs, to build a safe, orderly, inclusive and positive classroom community;
- Use understanding of pedagogical theories relevant to the Music and Arts to guide students effectively;
- Use understanding of developmental stages prevalent in Music and Arts to guide students effectively;
- Use a wide array of data to make instructional choices and create action plans to increase student achievement, including dynamic student grouping for small group instruction;
- Utilize an effective approach to behavior management, time management, classroom organization and appearance, planning, teaching, and monitoring learning;
- Demonstrate an understanding of inquiry and give students choices to show their understanding;
- Encourage students to interact and work cooperatively with others and engage all students in activities;
- Promote independence and employ strategies to recognise and reward achievement of self-reliance;
- Respect all deadlines set out by the PYP Coordinator and the IB, and keep proper documentation;
- Work towards exhibiting the development of the specific artform with individual or groups of students through: plays, exhibitions, performances or any other appropriate medium.

### Curriculum related responsibilities:

- Plan Units of Inquiry and lessons by following IB curriculum framework collaboratively with

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Mailing Address: Dhaka Bag, Knightsbridge Schools International, 124/128 Barlby Road, Unit 43, London W10 6BL

the PYP coordinator, Specialist teachers and Advancement Centre teachers, both for Transdisciplinary Units and for stand-alone Units;

- Ensure that the students are encouraged in their artistic learning in a meaningful and engaging way;
- Write and implement learning objectives that are challenging and measurable;

#### **Other responsibilities:**

- Have an active role in the wider curriculum, participating in extracurricular activities and school trips and extension activities as necessary;
- Be responsible for communicating effectively with external stakeholders as parents on the individual progress of students through all means used at ISD. This includes being responsible for: report cards, Seesaw messages, parent meetings upon school's or parents' request;
- Take on active supervision during scheduled duties;
- Maintain confidentiality of privileged information about students, faculty members, and administration;
- Coordinate appropriate and ongoing displays of student work;
- Read and properly use the IB guidelines for PYP.

#### **Collegiate Responsibilities & Expectations:**

- Understand and live the school's mission.
- Contribute positively to staff morale.
- Work as a team player.
- Create and maintain a safe and positive working environment and relationship with the Teaching Assistants (TAs). Making sure the TAs are involved, challenged and valued and the TA is given suitable responsibilities;
- Create and maintain a safe and positive working environment and relationship with the Child Care Assistant (CCA) if appropriate. Making sure the CCA is involved, challenged and valued and the CCA is given suitable responsibilities;
- Maintain professional working relationships with colleagues, line managers, and administrators.
- Maintain professional relationships with students, parents and staff.
- Take part in all training provided by the school, both internal and external.
- Be prepared to report back about training and/or provide in-service to colleagues.
- Actively participate in Appraisal Procedures.
- Represent the school by being a good role model.
- Model the qualities of the IB learner profile and attitudes and be an active member of the learning community.

#### **Job Requirements:**

- A Bachelor's or Master's degree in Music, Performing Arts, Education, or a related field.

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- 3-5 years of teaching experience in Music and Performing Arts at the primary school level.
- Prior experience in International Baccalaureate (IB) Primary Years Programme (PYP) is highly preferred.
- Experience teaching in an international school setting is an advantage.
- Strong knowledge of music theory, vocal and instrumental instruction, and performing arts pedagogy.
- Teaching certification or equivalent qualifications preferred.
- Effective classroom management strategies that foster a positive, inclusive, and structured learning environment.
- Excellent communication and collaboration skills to work with students, colleagues, and parents.
- Experience in producing student performances, or school events.
- Familiarity with integrating technology and digital tools in music education.
- A commitment to professional development and lifelong learning in education and the arts.

### **The Application Process**

Applicants are requested to email their application materials (cover letter and resume). Only applicants selected for an interview will be contacted.

**Position reports to:** Primary Principal

**Submit applications to:** [hr@isdbd.org](mailto:hr@isdbd.org) (please write the name of the position title in subject line)

**Expiry date:** Posted until filled

**Anticipated start date:** 1 August 2025