# LECTURER IN MUSIC EDUCATION

Programmes

**Grade 8, Part-time (0.6FTE), Permanent**

**Job reference number: 500-24**

## Applicant Information Pack

**Closing date**

9am Friday 24 May 2024

**Interview date**

Monday 1 July 2024

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# Job Description

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| **Post title** | Lecturer in Music Education |
| **Grade** | 8 |
| **Hours of work** | Part Time (0.6 FTE) |
| **Tenure** | Permanent |
| **Responsible to** | Dr Mary Stakelum, Area Leader in Music Education |
| **Responsible for** | N/A |
| **Liaises with** | **Internal**<br>Director of Programmes; Area Leader in Music Education; BMus Co-ordinator; Head of Postgraduate Taught Programmes; Head of Research; Doctoral Programmes Coordinator; Registry; Part time hourly paid staff working across Music Education area modules<br>**External**<br>Placement Providers including the Tri-Borough Music Hub and other Schools and Community Music organisations; music industry and education sector collaborators and partnership groups |

## Overall Job Purpose

- Preparing and teaching a variety of modules at UG and PGT level in the area of Music Education, particularly on the BMus and the MMusEd
- Identifying, developing and sustaining external partnerships to facilitate student placements, including those appropriate to the requirements of the MMusEd
- Facilitating and promoting equity, diversity and inclusion across all aspects of the role
- Examining, assessing and moderation
- Developing and maintaining course materials
- Contributing to the administration of courses
- Supervision and mentoring, where relevant, of individual students at UG and PGT level
- Doctoral supervision, where relevant
- Undertaking research and knowledge exchange

## Main Duties & Responsibilities

These include:

### Teaching, Marking and Examining

- Teaching for up to 18 hours per week (pro rata)
- Undertaking assessment and moderation of marking at appropriate points in the year
- Preparing and updating course materials including developing, maintaining and utilising rcm.learn and other relevant online teaching platforms
- Identifying, developing and sustaining external partnerships to facilitate student placements, including those appropriate to the requirements of the MMusEd
- As appropriate, devise and develop inclusive course materials for Music Education modules at UG and PGT levels under the leadership of the Area Leader in Music Education
- Supervise and mentor, where relevant, individual students at UG and PGT levels
- Where relevant, undertake doctoral supervision with associated responsibilities; act as an internal examiner for transfer and final doctoral examinations; act as chairperson for doctoral examination panels

- Liaise with hourly paid staff teaching across Music Education modules, co-ordinating strands within complex modules
- Liaise with internal departments such as the Junior Department, Sparks, and the Creative Careers Centre to maintain links between degree programmes, junior programmes and co-curricular education activities;
- Liaise with external partner organisations and individuals, where relevant
- Devise, deliver and evaluate projects in Music Education where relevant

### Administration

- Organising and administrating assessments including written and video submissions, presentations, vivas, and placement visits
- Contributing to the development of the RCM Music Education area through review and quality assurance processes

### Research and Professional Activity

In agreement with the Area Leader in Music Education and the Head of Research:

- Undertake 35 days per annum (pro rata) of research in any relevant area(s) of Music Education, producing published research outputs that are of internationally excellent or world-leading standard as defined by the Research Excellence Framework, and applying for external grants to support collaboration and high-impact outcomes

  and/or

- knowledge exchange activity, leading to demonstrable cultural, societal, educational, or economic benefits for the College and/or its students

- Contribute to the RCM's collaborative research environment, including dissemination of research through publishing & presentation at national and international seminars/conferences and/ or through supporting the design, coordination and evaluation of public engagement activities for the College
- Engage in wider research, consultancy and/or knowledge exchange activities to support the development and promotion of productive relationships between the College and external arts, cultural and educational organisations, locally and/or internationally

### Other duties

- Undertake such other duties or activities as may be requested by the Area Leader in Music Education or Director of Programmes

## Person Specification

Applicants should demonstrate how their qualifications, experience, skills and training fit each of the elements highlighted in this section.

| Criteria | Description | Essential/ Desirable | How Criteria Are Tested |
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| **Qualifications** | Doctorate in Music Education or significant relevant professional practice/experience | Essential | AF |
| | Higher Education teaching qualification or HEA fellowship | Desirable | AF |
| **Experience** | Sustained professional experience within any area of Music Education, such as teaching (including instrumental, vocal or | Essential | AF, INT |

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| | composition teaching), community music practice, or creative education | | |
| | Teaching and assessment within a Higher Education context | Desirable | AF, INT |
| | Proven ability to undertake teaching which is research-informed and inclusive, and which emphasises learner- led creative education and participatory practices | Essential | AF, INT |
| | Supervision of doctoral students | Desirable | AF, INT |
| | Operational responsibility for learning either in a Higher Education or Professional Development context | Essential | AF, INT |
| | Administrative duties related to academic teaching, including module coordination | Desirable | AF, INT |
| | A track recorded of funded research projects | Desirable | AF, INT |
| | Dissemination of research and/or project evaluation through publications, presentations or other media | Desirable | AF |
| | Successful partnership and mentoring experience within Music Education or a related field | Essential | AF, INT |
| **Personal Attributes** | Dedicated to the advancement of Music Education through research, knowledge exchange and practice | Essential | AF, INT |
| | Demonstrable commitment to the promotion of equity, diversity and inclusion | Essential | AF, INT |
| | Creative, proactive, and able to work through complex problems | Essential | AF, INT |
| | Flexible and able to work in a busy educational environment | Essential | AF, INT |
| | Able to work within a team, contribute to collective outcomes, and share responsibility | Essential | AF, INT |
| | A commitment to recognising, valuing and celebrating diversity and to proactively advancing equality and inclusive practice in all areas of College life. | Essential | AF, INT |

AF = Application Form  INT = Interview  ST = Selection Test

The duties and responsibilities assigned to the post may be amended by the Area Leader in Music Education within the scope and level of the post.

## Terms & Conditions

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| **Availability** | The post is available from 1 August 2024. |
| **Contract type** | Permanent |
| **Hours of work** | This role is offered on a part-time (0.6FTE) basis.<br><br>The postholder should be available to teach onsite during at least two of the three academic zones (Monday, Thursday, and/or Friday) during term-times. |

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| **Salary** | RCM Pay Scale Grade 8, incremental points 33 – 38:<br><br>Spine points — Full-time salary*<br>33 — £44,874<br>34 — £46,085<br>35 — £47,331<br>36 — £48,616<br>37 — £49,936<br>38 — £51,327<br><br>*inclusive of London Weighting allowance<br>**as this is a part-time post, the postholder will receive a proportion of the full-time salary<br><br>Appointments will normally be made to the first point of the grade, in accordance with the RCM Pay Policy. Staff are entitled to an annual increment each year on 1 August (dependent on 6 complete months' service) until they reach the top of the grade.<br><br>Payday is the 15th of each month or the last working day before this should the 15th fall on a weekend or bank holiday. |
| **Work permit** | All applicants must be permitted to work in the UK and hold a relevant work permit where necessary. This is not a role for which the RCM will act as a sponsor for a visa application. |
| **DBS check** | Not applicable for this post. |
| **Probation** | The post has a twelve months' probationary period. |
| **Notice period** | The appointment will be subject to termination by not less than one clear term's notice. Notice during probation will be one month's notice by either party. |
| **Pension** | The Teachers' Pension Scheme (TPS) is available for all academic staff. Under the rules of the TPS, professorial employment is automatically pensionable unless a professor elects to opt out of the scheme. Full details of the scheme are available from the Teachers' Pensions website: www.teacherspensions.co.uk. Arrangements exist for members to make additional voluntary contributions (AVCs). |

## Staff Benefits

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| **Travel** | Interest free season ticket loans are available to cover the cost of a 12 month season ticket between a member of staff's residence and the RCM. The loan will be repayable by deduction from salary over a period of 12 months or on leaving the employment of the RCM, if earlier.<br><br>We also offer a tax-free bicycle loan under a similar repayment scheme. |
| **Events** | There is a range of concerts taking place at the RCM throughout the weeks, staff are entitled to one free ticket per charged concert (excluding Opera and non-RCM promotions), and unlimited tickets for non-charged concerts. |
| **Eye tests & hearing tests** | The RCM will cover the cost of an annual standard eyesight test (normally up to £25) and contribute £50 towards the cost of glasses, provided that they are for use with VDUs. We will also cover the |

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| | cost of hearing tests. |
| **Employee Assistance Programme** | All RCM staff can get free and confidential advice from Confidential Care (CiC). The service is open 24 hours per day, 365 days per year, by telephone or via the web. |
| **Professional Development** | The RCM is committed to the support of training and professional development for all members of staff and a range of opportunities are available. |

## About Us

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| **The College** | Founded in 1882, the Royal College of Music (RCM) is a world-leading music conservatoire with a prestigious history and contemporary outlook. The RCM is a vibrant community of talented and open-minded musicians, with over 900 students from more than 50 countries studying at undergraduate, masters or doctoral level in the Senior College throughout the week and 300 students on a Saturday in the Junior Department. Former students of the RCM hold key roles in music and the arts in all parts of the world - as performers, teachers, composers, conductors and animateurs. The RCM was ranked the Global No.1 institution for both Music and Performing Arts in the 2024 QS World University Rankings by Subject. The College has held this world-leading place in Performing Arts for the three successive years, while Music is a new subject introduced to the rankings this year. |
| **Staff** | The RCM has over 250 members of professorial (teaching) staff and over 100 teachers in the Junior Department - the majority of whom are busy professionals with worldwide reputations, who include teaching among the various musical activities that they regularly undertake. Their work, and the work of the College as a whole, is supported by a team of over one 100 administrative staff. |
| **Location** | The RCM benefits from its particular location in South Kensington - one of the most attractive and interesting parts of central London. The area is well-served by public transport: South Kensington tube station is within ten minutes' walk; several bus routes pass the Royal Albert Hall. Kensington Gardens and the renowned museums of Exhibition Road, the Natural History Museum, the Victoria & Albert Museum and the Science Museum, are only a short walk away; Imperial College of Science, Technology & Medicine is next door; the Royal College of Art and the Royal Albert Hall are just across the road. The area, known originally as Albertopolis, emerged as a location for national institutions in the arts and sciences after the Great Exhibition of 1851 largely because of the enthusiasm of Prince Albert. Relationships with neighbouring institutions are friendly and supportive. |

To apply, please complete our **1) Application form** and **2) Equal Opportunities form**, available to download from the RCM website, and submit in PDF or Word format to recruitment@rcm.ac.uk

Please ensure that you include the Job Reference Number and state clearly the title of the post for which you are applying. CVs without an application form cannot be accepted.

**Closing date** **9am Friday 24 May 2024**

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| | Applications received after the stated closing date will not be considered. |
| Interview date | **Monday 1 July 2024**<br><br>With some roles at the RCM second interviews may take place. Shortlisted candidates will be notified in due course.<br><br>There will be a task to prepare a 10-minute presentation for shortlisted candidates. Further details will be passed to shortlisted candidates in due course. |

If you have any questions about this position or the application process please contact a member of the recruitment team on; recruitment@rcm.ac.uk. If you need to receive this documentation in a different format, such as large print or are not able to submit an application electronically, then please contact us to discuss your requirements.

The Royal College of Music is an Equal Opportunities employer. The College is a non-smoking environment.

Dr Mary Stakelum
Area Leader in Music Education
April 2024