

SEVENOAKS SCHOOL

DIRECTOR OF MUSIC





THE SCHOOL

Founded in 1432, Sevenoaks enjoys a global reputation as a centre of academic excellence and a flagship school for the International Baccalaureate. A co-educational day and boarding school, it offers a stimulating, intellectually demanding and balanced education for over 1200 students from ages 11 to 18.

Sevenoaks is one of the world's leading IB schools, having taught the International Baccalaureate for over 40 years. For nearly 20 years, all Sixth Form students have taken the full IB Diploma with consistently outstanding academic results which are testament to the school's experience and commitment to the programme.

Sevenoaks is the top large-cohort IB school in the UK and among the top five globally. In recent years it has been the second highest achieving large-cohort IB school in the world. Sevenoaks is also the top fully co-ed all-IB boarding school in the UK, according to Best Schools (Education Advisers Ltd). The Sunday Times named Sevenoaks School Co-educational Independent Secondary School of the Year in 2023.

In 2024, the average Diploma score was 39.6 points, about eight points above the world average. The Higher Education department supported applications of 245 students to universities in the UK, USA, Canada, Europe and Hong Kong with an outstanding 97 per cent progressing to their first or insurance choice university. The majority attend Oxbridge, London universities, or other Russell Group universities such as Bristol or Durham. We support about 20 per cent of our students

with applications to international universities, with increasing numbers going to North America, specifically Ivy League and top universities in the United States.

Academic excellence is achieved by bright, motivated students, inspired by highly qualified and dedicated teachers in well-resourced classrooms. Sevenoaks delivers a broad, balanced programme of study through exciting teaching. Strengthened by wise pastoral care, Sevenoaks students work hard to satisfy their natural curiosity and extend themselves far above and beyond the core curriculum. The school's international outlook promotes the principles of tolerance and open-mindedness. Regular assemblies, tutor group meetings and a programme of talks help to foster the social and emotional welfare of our students, while a long tradition of service and local and international charity projects advances a core set of values across the student body.

The school is one of the largest employers in the local area, employing staff in a wide variety of roles, and aiming to be an employer of choice for top staff from around the world. We offer our staff a competitive range of benefits and are in the process of developing a range of progressive employment policies and opportunities for personal and professional development. All Sevenoaks staff are encouraged to enjoy facilities such as our sports centre and pool, attend performances at our performing arts centre, and get involved in service activities within the local community. We strive to promote the positive mental and physical health of all staff, and are committed to ensuring that equality, diversity and inclusion are at the very



heart of our culture and community. We believe every member of the school community should feel welcomed, included and valued.

THE CAMPUS

The school is situated in the Kent market town of Sevenoaks and has a prime position at the top of the high street. The 100-acre site, which includes several listed buildings and attractive gardens, is beautifully landscaped and adjoins the medieval deer park of Knole. London is only a 30-minute train ride away and the school is in commutable distance from several Kent towns including Orpington, Tonbridge, Tunbridge Wells, Bromley, Kings Hill and Dartford.

Recent developments on campus include a superb sports centre, a state-of-the-art performing arts centre, a world-class Science and Technology Centre and a Global Study Centre for the Sixth Form. Our campus has earned several architectural awards, including two RIBA National Awards (2019, 2022).

With eight distinctive and comfortable boarding houses, our boarding community is fun, friendly and busy.

TEACHING AT SEVENOAKS

Teaching here is immensely rewarding: we work in high-performing teams towards a shared endeavour. Everyone appointed to teach at Sevenoaks School is expected to engage actively in all aspects of our broad and well-rounded education, across a six day week, with lessons on Saturday mornings and sport in the afternoons.

We want all our students to enjoy their subjects,

to be inspired by their teachers and to become independent, lifelong learners. Teachers are enthusiastic and well-qualified graduates. We have an exceptionally lively, talented and committed staff body. We welcome applications from experienced teachers and newly-qualified teachers, but can also provide training including PGCE for those joining the profession at whatever stage. All new staff undertake a comprehensive induction programme. Sevenoaks is committed to supporting its staff with training and professional development tailored to staff needs and interests.

All teachers are involved in proactive pastoral care. All teachers participate in the co-curriculum and, as our outreach activities expand, contribute to our work with local students and schools. Teachers at Sevenoaks are innovative and forward-thinking many are involved in the Institutes of Teaching and Learning, Higher Education and Professional Insight, and Service and Partnerships, shaping further development and initiatives for students and staff alike.

CURRICULUM

At every stage, we offer a broad, deep, and integrated curriculum. Every pupil is encouraged to be curious, creative, critically aware, and to develop his or her passion and talent to the full. Life is fast-paced, dynamic, and expectations are high. At the same time, the school seeks to cultivate in its students the habit of reflecting on their learning, and on how they contribute to society more broadly. Ambitious and principled, confident, and compassionate, our students are prepared for leadership and teamwork in the wider world.



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In Years 7-11 all students take courses in critical thinking developed by the school. The Middle School Diploma, launched for Year 9 in September 2017, recognises the learning that takes place both within and outside the classroom and is built around seven core values: creativity, independent learning, critical thinking, international understanding, collaboration, self-awareness, and social responsibility.

All of the 500-plus Sixth Form students pursue the International Baccalaureate Diploma, a programme the school has delivered for 40 years. The Diploma is the best preparation for university and for work in a world of global competition. Even more important, it genuinely develops a rich inner life in our students, opening their minds to connections and possibilities within and across the subject disciplines.

It is no surprise that our students leave Sevenoaks to study a wide range of courses in the UK and around the world. Each year all leaving students progress to the world's top universities, including Oxford and Cambridge, and around one in five take places at leading US and international universities. They do so with an enlarged capacity for independent thought and intellectual risk-taking, a strong appetite for learning, and equipped with the skills and personal qualities conducive to a happy and successful life.

THE MUSIC DEPARTMENT

Sevenoaks School is fortunate to have world class music facilities in its purpose built Performing Arts Centre, which comprises: the Pamoja Hall, a 550 seat Concert Hall, a 50+ seat Recital Room, music practice rooms, and 2 specialist music classrooms.

The music department has gone from strength to strength over the last 20 years, winning Pro Corda Chamber Music competitions in recent years, with students being awarded organ and choral scholarships to top universities and cathedrals. As one of the few well-resourced boarding schools within easy reach of London, many of our students come to us because of the ability to engage with London conservatoires on their doorstep.

Approximately 40 concerts are held each year: a flagship choral and music concert each term, plus many more specialist jazz, choral, percussion, chamber and platform concerts on offer weekly. There are approximately 20 performance groups and ensembles, with 6 choirs, 2 orchestras, a wind band, jazz band, big band, and many more. Many staff from across the school join in with these groups, and music making is very much a whole school endeavour. The loudest crowds are inevitably found at the Boarders' concerts, closely rivalled by the Staff concert!

Sevenoaks School teaches IB Music and Eduqas GCSE. There are typically 20-30 GCSE students and a small cohort of IB students.

The Director of Music manages the music department which consists of 4 full-time academic music teachers, 1 part-time academic music



teacher, as well as an Assistant Director of Music, Head of Vocal and Instrumental Studies, Head of Jazz, Head of Keyboards, Head of Strings, 2 Music Graduates, and numerous Visiting Music Teachers. The department is supported by an administrator and by 2 technicians (who also support the performing arts centre and the drama department).

THE POST

Sevenoaks School seeks an outstanding, creative, inspirational and dynamic musician to lead and develop its thriving, varied and successful music department as the Director of Music.

The Director of Music will be committed to creating the best possible outcomes for both academic and co-curricular music, and will lead the department and continue to develop the high standards of music which are already found at Sevenoaks. They will appreciate the value of musical variety and encourage and support chamber music, jazz, pop, choirs and all genres of music, equally. They will be interested in new music technologies, innovation more broadly, and show a keen consideration for the future of music education, as well as the traditional methods.

RESPONSIBILITIES & MAIN DUTIES

The Director of Music leads on all elements, academic and co-curricular, of the department and reports to the Deputy Head Co-Curriculum.

Alongside leading the department, the Director of Music will teach a reduced timetable from KS3-KS5.

JOB SPECIFICATION

LEADERSHIP AND MANAGEMENT

- Develop the strategy of the music department, and (working with the other colleagues) contribute to wider Arts and Co-curricular Strategy in the school.
- Line manage Assistant DoM, HOVIS, academic and co-curricular teaching colleagues plus the music department administrator and some music support staff. (VMTs are line managed by HOVIS).
- Work with other Co-curricular HoDs to ensure a balanced and rounded provision of co-curricular music as part of the wider school co-curricular provision.
- Support the admissions department with recruitment of high calibre musicians.
- Obtain, consider and respond to student voice in considering strategic objectives for the department.
- Manage the music department academic and co-curricular budgets.
- Be responsible for Health and Safety as it relates to the music department, produce and review all necessary risk assessments on an annual basis.
- Management of department resources and facilities (with the PAC operations manager, technicians and music administrator).

ACADEMIC

- Arrange and coordinate academic timetabling of the department.



- Teach a significantly reduced timetable.
- Set and mark sixth form entrance papers.
- Plan and run the scholarship assessments for Y7, Y9 and Y12 entrants.

CO-CURRICULAR

- Arrange and coordinate co-curricular provision of music, including concert schedule and competitions.
- Contribute personally to the co-curricular provision of the music department.
- Coordinate music ensembles.
- Oversight of student clubs/societies.
- Contribute to Service and Partnership work via the department.
- Attend and contribute to co-curricular committee meetings.
- Attend and contribute to PAC Operations and Strategy Meetings.
- Attend and contribute to Calendar Committee Meetings.

PERSON SPECIFICATION

The successful candidate should:

- Have a good honours degree, be an inspirational and reflective classroom teacher, and be passionate about music, with the ability to communicate with and enthuse young people.
- Have strong interpersonal skills and enjoy building relationships and collaborating with a wide range of people, inside and outside the music department.
- Be positive and take a balanced but enthusiastic approach to change and innovation.

- Have a sense of perspective, ensuring music plays its part in a rounded and balanced curriculum within a large and fast paced school.
- Have high standards of endeavour, embrace innovation, and be excited to join a high-achieving and reflective academic culture.
- Have a fundamental belief in, and understanding of, the welfare and pastoral wellbeing of young people.
- Be a proactive marketeer, enabling our musical reputation to continue to develop.
- Whole-heartedly believe in and engage with the co-curricular and pastoral aspects of school.

BENEFITS

- Membership of the school's defined contribution pension scheme is available
- Membership of the school's fitness centre
- Other benefits such as free or subsidised tickets for school music and theatre productions and access to an employee discount scheme
- Fee remission policy (terms apply)
- Employee Assistance Programme
- Cycle to work scheme
- Free School lunch
- Free parking (subject to availability)

CHILD PROTECTION

All staff have a responsibility for promoting and safeguarding the welfare of children with whom they come into contact and are required to adhere to and ensure compliance with the school's Safeguarding Policy Statement at all times. If, in the course of carrying out their duties, a member of



staff becomes aware of any actual or potential risks to the safety or welfare of children in the school, they must immediately report their concerns to the Deputy Head (Pastoral).

OFFER CONDITIONS

Sevenoaks School is committed to safeguarding and promoting the welfare of children, therefore, the offer of employment is subject to the satisfactory completion of a number of background checks including but not limited to an enhanced DBS check with Children's Barred List check, the taking up and verification of references and the verification of career history and fitness to undertake the role. The complete list of required checks will be provided to the successful candidate.

HEALTH AND SAFETY

Under the Health and Safety at Work Act 1974 and subsequent legislation, the school is obliged to provide you with a workplace and working conditions which so far as is reasonably practicable, are safe and without risk to health. You are required by health and safety legislation to take reasonable care for your own health and safety and for the health and safety of others.

INFORMATION FOR APPLICANTS

Sevenoaks School has its own generous salary scale. Accommodation or relocation expenses may be available, and a fee remission for the children of members of staff are available (subject to the usual school entry requirements).

Further information about the school can be obtained from the school's website: www.sevenoaksschool.org, including more about

working at Sevenoaks: www.sevenoaksschool.org/about-us/work-at-sevenoaks/.

Applicants should complete the application form in full. Guidance for completion of the form is downloadable from our website. Note that Part 6 must show a complete history of employment, and should continue on a separate sheet of the application form if necessary.

Please submit the completed application form, covering letter and CV by e-mail or post to:

The Human Resources Department
Sevenoaks School
High Street
Sevenoaks
Kent TN13 1HU

Tel: 01732 467740;
email: pa@sevenoaksschool.org.

Applications should be submitted by 12pm on Friday 31st October 2025.

The school retains the right to interview suitable applicants and appoint before the deadline.