



MERCHANT TAYLORS'
School

Graduate Musician

From September 2025

Information for Candidates



Welcome from the Head Master



We are delighted that you are interested in joining us at Merchant Taylors'. We are a highly successful day school for boys aged 11-18 situated in north-west London, close to Moor Park on the Metropolitan Line.

This is an exciting time for Merchant Taylors' School. The School delivers academic excellence by nurturing pupils' individual passions and interests, instilling a lifelong love of learning. At the heart of the School is its commitment to holistic education: offering the widest set of experiences to each pupil. An education at Merchant Taylors' is academic and challenging, but full of joy.

We hope this brochure gives you a sense of Merchant Taylors' School and the role you could play here. I warmly invite you to join us on this journey.

Yours sincerely,
Simon Everson

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for you.



The School

Merchant Taylors' School is a leading independent day school offering an outstanding, all-round education for over 960 talented boys aged 11 to 18 years. Competition for places is fierce, and entry is by competitive assessment at 11+ and 16+. Merchant Taylors' Prep School caters for an additional 370 boys from 3 to 11 years of age offering a through-school experience for appropriately suited boys.

Renowned for its high academic achievement, Merchant Taylors' pupils are intellectually able, curious and enthusiastic about learning. These qualities are fostered through an academically ambitious curriculum and forward-thinking teaching methods that seek to stretch, challenge and support boys in their studies. A wide range of co-curricular activities further inspires and develops the boys' skills, passions and interests, ensuring they develop as happy, confident individuals ready to make their mark on the world.

Public examination results are outstanding, the majority of students proceeding either to leading universities as well as medical schools in the UK or abroad. We pride ourselves on our outstanding pastoral care as well as our excellent academic results, and aspiration in all areas goes well beyond the norm, making Taylors' a particularly exciting and rewarding place to teach.



History

Merchant Taylors' School has been one of the leading boys' schools in the UK since its foundation by the Merchant Taylors' Livery Company of the City of London in 1561. One of the nine great 'Clarendon schools', its alumni have achieved distinction throughout history. However, the school wears its heritage lightly, its strong sense of tradition very much at the service of the future. Through the Merchant Taylors' Educational Trust, it retains close links with other Merchant Taylors' schools, and with the Merchant Taylors' Company itself. Relocated from the City of London to Sandy Lodge, Northwood in 1933, the School sits on 280 acres of playing fields, and lakes, all within easy reach of Central London, Middlesex, Buckinghamshire, and Hertfordshire.

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Campus and Facilities

Merchant Taylors' is fortunate to have some of the finest school grounds in the country. With state-of-the-art facilities, it provides an exceptional educational environment for its pupils. Located in Moor Park in North London, Merchant Taylors' is just a 30-minute underground journey from Central London and is easily accessible from Hertfordshire, Middlesex and Buckinghamshire.

The School's impressive sporting infrastructure includes 60 acres of playing fields, a new world-class five-lane indoor cricket centre, cricket nets, ten cricket squares, a heated indoor pool, a large indoor sports hall, three floodlit all-weather hockey pitches, lakes for sailing and windsurfing, floodlit hard tennis courts, squash courts and an athletics track.

The state-of-the-art Design, Engineering and Technology building has university-standard equipment.

The Performing Arts are well catered for with rehearsals, recitals, chamber concerts and recordings taking place in the bespoke Recital Hall, while major concerts are given in the Great Hall. The Studio Theatre provides another rehearsal and performance space for plays throughout the year.



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The Department

Facilities

The current Music building was opened on November 10th 1975 by her Majesty Queen Elizabeth the Queen Mother.

There is a fine Recital Hall with a Yamaha grand piano, equipped for practical work, and two iMac Music Technology Suites. Eleven further teaching/practice rooms all have pianos.

Major concerts are held in the Great Hall, which has a Blüthner grand piano and a modern mechanical action organ by Harrison and Harrison (refurbished 2008); the School Chaplaincy Centre has a 1998 mechanical action organ by Lammermuir Pipe Organs, installed in 2010.

Roles

There are four full-time teachers (including the Director of Music) who share all academic teaching, supported by a Music Administrator and the Graduate Musician in term time. In addition to the academic teaching, each full-time member of the Department is involved in the co-curricular music programme.

The Director of Music is a composer and string specialist who conducts the Symphony Orchestra and Chamber Orchestra as well as the senior Chamber Music ensemble. He composes new music for ensembles both at school and elsewhere.

The Assistant Director of Music is a choirmaster and pianist who conducts the School Choir, Chamber Choir and the Sinfonia String Orchestra.

The Head of Academic Music is a pianist, organist and woodwind specialist who conducts the Concert Band and directs the Recorder Consort.

The fourth Music Teacher is another orchestral (woodwind) specialist who conducts the Wind Band, takes wind and brass sectional rehearsals for the Symphony Orchestra and directs the Dixieland Band.



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The Position

The principal purpose of the post is to assist with the day-to-day running of the Music Department. Whilst a large part of the role will be directed towards Co-Curricular music, particularly as the principal accompanist and rehearsal pianist in the department, there will also be academic and administrative tasks to be undertaken as required. Opportunities to acquire teaching and further music administration experience, including the coaching of ensembles during the academic year, can be discussed with the Director of Music and tailored to the individual's interests and experience.

The Graduate Musician should see their role in the context of whole-school achievement and as being crucial in improving the quality of education offered at Merchant Taylors' School.

The Graduate Musician will adhere to the standard expectations, commitments and duties as stipulated in the Teaching Staff Handbook, promoting and safeguarding the welfare of children and young persons for whom they are responsible and with whom they come into contact.

Main Duties & Responsibilities

The Graduate Musician will have particular core responsibilities:

- To act as principal accompanist in the Music Department, arranging to rehearse with pupils in preparation for ABRSM examinations, GCSE and A-Level performances, and informal concerts as required.
- To accompany the weekly Choir and Chamber Choir rehearsals, including sectional rehearsals, as well as weekly evening rehearsals of the MTS Choral Society.
- To set up for and clear away after weekly ensemble rehearsals and assist with the registration of pupils at rehearsals directed by Visiting Music Teachers on the day of the rehearsal.
- To support the Department in the recording of various performances, and, for concerts, helping with various aspects of stage management.
- To attend weekly Music Department meetings.
- To assist the Music Administrator in various ways ensuring the smooth running of the Department as requested by the Director of Music. This will include organising music for choirs, ensembles and individuals; contributing to the preparation, planning and PR of concerts, visits and tours; and assisting with the maintenance of the Department's equipment, inventory and music libraries.
- At times, to contribute to the Department outside of normal timetabled hours, for example at the Choral Society rehearsals, concerts, occasional weekend rehearsals, and trips. On these occasions adequate notice will be given, and it is expected that the Graduate Musician will be correspondingly flexible with their time. The Graduate Musician will be encouraged to take advantage of opportunities to accompany staff and pupils on trips to professional concerts, which normally take place in the evenings during term time.
- The Graduate Musician may from time to time be asked to take on additional tasks that are suitable to the role, and where possible, we encourage Graduates to participate in many of the ensembles according to their musical interests and expertise.

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Safeguarding Responsibilities

It is the post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact and to adhere to and ensure compliance with the School's Safeguarding Policy Statement at all times. If in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School s/he must report any concerns to the Head Master.



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Person Specification

Qualifications

	Essential	Desirable	Method of Assessment
Excellent degree and/or Conservatoire diploma in Music	✓		Production of the Applicant's certificates.
Post-graduate degree or equivalent		✓	Discussion at interview. Independent verification of qualifications

Experience

	Essential	Desirable	Method of Assessment
Excellent keyboard and accompaniment ability	✓		Production of the Applicant's certificates.
Experience of rehearsing choral and/or instrumental ensembles and/or accompanying soloists		✓	Interview.
Experience of working in an educational setting, for example running concerts and events at University		✓	Professional references.

Skills

	Essential	Desirable	Method of Assessment
Skills as a piano accompanist with the ability to rehearse and perform with pupils in lessons, recitals and examinations	✓		Production of the Applicant's certificates.
Skills as an organist		✓	Interview.
Excellent sight-reading skills	✓		Professional references.
Excellent interpersonal and communication skills, with the ability to interact effectively with pupils, parents, staff and members of the public	✓		
Excellent organisational and administrative skills, including competency in the use of MS Office	✓		
Ability to work well within a team and to work under direction, but also to use own initiative and prioritise duties when required	✓		
Ability to meet tight deadlines	✓		
Good levels of literacy and numeracy	✓		
Ability to play an orchestral instrument		✓	
Competent in the use of music technology and recording equipment		✓	
Experience of managing music libraries and inventories		✓	

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Personal competencies, qualities, attitudes and behaviours

	Essential	Desirable	Method of Assessment
Commitment to safeguarding and promoting the welfare of children and young people	✓		Production of the Applicant's certificates. Interview. Professional references.
Passionate about music, able to enthuse and inspire pupils	✓		
Outgoing and courteous with a positive and enthusiastic attitude	✓		
A willingness to learn new skills and a preparedness to undertake training and professional development	✓		
The capacity to use tact and discretion, and to maintain confidentiality appropriate to the setting	✓		
Able to be flexible, patient and pragmatic when things change, maintaining a sense of humour	✓		
A friendly and professional manner	✓		
Dedicated to maintaining the highly professional standards of the Music Department	✓		
A willingness to be fully involved with school events and to engage with the wider school community		✓	

Knowledge

	Essential	Desirable	Method of Assessment
Training in Safeguarding		✓	Production of the Applicant's certificates. Interview. Professional references.
Knowledge of GCSE Music courses		✓	
Knowledge of ABRSM accompaniments		✓	

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General Conditions

Working Arrangement

- 10-month Fixed Term contract (3rd September 2025 to 3rd July 2026).
- Term time plus 4 weeks to be worked as required by the Director of Music.
- 37.5 hours per week (8.00am - 4.30pm) including an hour unpaid lunch. Flexibility in the performance of the role will be required to support evening concerts, evening choir rehearsals, Scholarship Auditions and Open Mornings
- £21,304 to be paid over the duration of the 10-month contract.

Other Benefits

- On-site accommodation may be available.
- 15% employer contribution to a defined contribution pension scheme (Contributory)
- Life cover 4 x annual salary and income protection.
- Access to a cash flexible benefit in lieu of pension contribution
- Access to a number of lifestyle benefits including Cycle to Work, ULEV cars, health screening, medical cover and retail discount vouchers via our benefit provider. (all of the above subject to eligibility criteria)
- Use of School leisure facilities, including pool, gym and lake.
- Lunch provided free of charge when the School Catering Department is open.
- Free parking on site, with access to electric vehicle charging (payable via app)



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The Process

Please complete an application form and an accompanying letter (maximum 500 words) outlining your suitability for the post; you may wish to include a brief CV.

Applications to be submitted by Thursday 1 May 2025, 9:00am

Interviews to be held on Thursday 8 May 2025

If you have any questions regarding the role, please reach out to Simon Couldridge, Director of Music, sc@mtsn.org.uk

Applications to (email or post):

Recruitment Officer,
Merchant Taylors' School,
Sandy Lodge,
Northwood,
Middlesex,
HA6 2HT
Email: recruitment@mtsn.org.uk

Merchant Taylors' School is an equal opportunities employer and committed to safeguarding and promoting the welfare of children. This role will bring you into contact with children, you are expected to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974. Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).

How we use your information

We will use the information which you provided, and which we collect from other sources (such as from references and from the Disclosure and Barring Service) for the following purposes: to assess your suitability for the role for which you have applied, to assess your suitability to work with children and to enable us to comply with our legal obligations (including safeguarding and promoting the welfare of children).

Further information on how the School uses personal data is set out in the School's Staff Transparency Notice, which can be found on the Vacancy page of the School Website.

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