

HEAD OF BMUS

Programmes

Grade 10, Full-time, Permanent

Job reference number: 702-26



Applicant Information Pack

Closing date

9am Wednesday 11 November 2026

Interview date

Tuesday 24 November 2026

Late or incomplete applications will not
be submitted to the Shortlisting Panel

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Job Description

Job title	Head of BMus
Department	Programmes
Grade	10
Hours of work	1.0 FTE
Contract type	Permanent
Responsible to	Director of Programmes
Responsible for	Deputy Head of BMus, Area Leaders, part-time hourly professors
Liaises with	Programmes staff, Registry, Heads of Faculties, students, examiners, External Examiners, Head of Research, Director of Programmes
Job overview	The Head of BMus provides academic leadership for the Royal College of Music's four-year Bachelor of Music (Honours) degree programme, ensuring high-quality programme delivery and continuous enhancement in alignment with the College's Learning, Teaching and Assessment strategy. As a senior academic in the College, the Head of BMus works closely with the Deputy Head of BMus, Heads of Faculties, and Area Leaders to oversee programme structure, quality and delivery. The postholder is responsible for academic planning, staffing, maintaining programme handbooks and related documentation, and monitoring and responding to feedback from students, staff, and internal and external examiners. The Head of BMus leads on continuous programme monitoring and enhancement and periodic programme reviews in close consultation with the Director of Programmes and the Deputy Head of BMus, with support from the Programmes Operations and Quality Manager. The Head of BMus will teach and examine according to their particular area(s) of expertise at undergraduate level, and, where appropriate, contribute to postgraduate taught provision and doctoral supervision. Where the postholder is research-active and demonstrates the potential to produce world-leading or internationally-excellent research outputs in a relevant discipline (e.g. performance, composition, music industry & entrepreneurship, music education, musicology, music and health, or performance science), they may undertake research or knowledge exchange activity as part of their role, subject to approval from the Head of Research. <i>The Head of BMus is an onsite role, with an expectation that the postholder will be present on campus at least three days per week during term time.</i>

Key Responsibilities

Programme Leadership

- Lead, in collaboration with the Deputy Head of BMus, Heads of Faculties, Area Leaders, and Registry colleagues, the effective planning and delivery of the BMus programme, with particular oversight of Years 3 and 4
- Oversee assessment, feedback and examination processes across the BMus programme, ensuring that academic standards are maintained and assessment regulations applied

- Manage academic staffing and workload planning for the BMus programme in collaboration with the Deputy Head of BMus and Area Leaders
- Collaborate with relevant RCM colleagues on the development of initiatives to enhance students' professional preparation, including placement-based and industry-focused learning opportunities, ensuring that the BMus curriculum remains relevant to the evolving needs of the music profession
- Contribute to annual NSS preparations and periodic TEF submissions, working in consultation with the Director of Programmes to deliver continuous enhancement of the undergraduate student experience and student outcomes
- Oversee the arrangements relating to External Examiners
- Monitor and respond to feedback from students, staff, internal examiners and External Examiners, using evidence to inform programme monitoring, enhancement, and curriculum development
- Work collaboratively with students and student representatives to embed the student voice in programme decision-making and enhancement
- Contribute to undergraduate student recruitment initiatives in collaboration with Marketing and Communications colleagues
- Represent the BMus programme on relevant College committees, including Senate, Senate Executive Committee, Learning and Teaching Committee, and the Student Curriculum and Experience Forum

Teaching and Examining

- Teach and examine on undergraduate modules, as agreed with the Director of Programmes and in accordance with the postholder's expertise
- Undertake formative and summative assessment, marking and moderation
- Operate as one of the College's recital examination Chairs.
- Provide academic advice and guidance to individual students and groups of students as appropriate
- Collaborate with Student Services colleagues to enhance student support arrangements and embed inclusive learning, teaching and assessment practices across the BMus programme
- Supervise and examine doctoral students as required

Staff Development

- Contribute to College staff development initiatives, including staff induction, examiner training, and the sharing of effective practice.
- Participate in peer observation of teaching, providing constructive feedback to teaching staff

Research and/or Knowledge Exchange Activity

Where appropriate and with the approval of the Head of Research, staff may be eligible for up to 35 days (pro-rata) research or knowledge exchange time as part of their activity plan. This time should be used to produce research (which may include artistic outputs) at a level that is likely to lead to the production of world-leading or internationally excellent research outputs in the REF, and/or projects involving public engagement, industry partnerships, local impact/regeneration or commercialisation.

- Undertake research (which may be practice research) throughout the year, organised in agreement with the Head of Research through the annual appraisal process. Research activity must be such as is likely to lead to excellent outputs suitable for submission in research assessment exercises
- Actively disseminate relevant outcomes of research through publication and public engagement, both within and beyond the RCM, and in national and international scholarly and/or performance arenas
- Play an active role in the fostering of the RCM's research culture.

and/or

- In agreement with the relevant Director and line manager, undertake knowledge exchange activity leading to demonstrable cultural, societal, educational, or economic benefits for the College and/or its students
- Design, coordinate and deliver public engagement activities for the College
- Develop and promote productive relationships between the College and external organisations, locally and/or internationally
- Demonstrate leadership in knowledge exchange through staff mentoring, including liaising with hourly professors about research and knowledge exchange activity

Other duties

- Maintain an awareness of developments in higher music education and professional practice
- Regularly attend College concerts and other events within the College and externally
- Undertake such other duties and projects as may be requested by the Director of Programmes

Person Specification

Criteria	Description	Essential / Desirable	How Criteria Are Tested
Qualifications	A doctorate in music or equivalent professional experience	Essential	AF
	A higher education teaching qualification and/or Advance HE Fellowship	Desirable	AF
Experience, Skills & Knowledge	Substantial experience of undergraduate teaching and assessment in higher music education	Essential	AF, SS
	Experience of degree programme leadership and management, including curriculum development, quality assurance, and programme enhancement	Essential	AF, SS
	Subject expertise in one or more relevant areas of music, such as performance, composition, music industry and entrepreneurship, music education, musicology, music and health, or performance science	Essential	AF, SS
	Up-to-date knowledge of UK higher education quality and regulatory frameworks relevant to undergraduate provision	Essential	AF, SS
	Knowledge of current developments in the creative industries and the skills required for freelance careers in music	Essential	AF, SS
	Strong organisational, administrative and digital skills, with the ability to manage complex information, deadlines and competing priorities	Essential	AF, SS
	Demonstrable experience of using digital technologies effectively to support learning, teaching, assessment and/or programme delivery	Desirable	AF, SS
Personal Attributes	A proven track record of research or knowledge exchange, leading to outputs of world-leading or internationally excellent quality	Desirable	AF, SS
	Ability to collaborate effectively with students, teaching staff, professional services colleagues, and external stakeholders	Essential	INT
	A strong understanding of the values of conservatoire education in music	Essential	INT

Evidence of promoting inclusive learning, teaching and assessment practices in higher education, and of supporting diverse student needs

Essential

INT

AF = Application Form INT = Interview SS = Supporting Statement

The duties and responsibilities assigned to the post may be amended by the RCM Director or Director of Programmes, within the scope and level of the post.

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

Terms & Conditions

Availability	The post is immediately available and the postholder should ideally be available to start as early as possible.												
Contract type	Permanent												
Hours of work	This role is offered on a full-time (1FTE) basis. Full-time hours at the RCM are 35 hours per week and normal office working hours are 9.00am-5.00pm (with a one-hour lunch break), Monday to Friday. The Head of BMus is an onsite role, with an expectation that the postholder will be present on campus at least three days per week during term time.												
Salary	RCM Pay Scale Grade 10, incremental points 45 – 49: <table><thead><tr><th>Spine points</th><th>Full-time salary*</th></tr></thead><tbody><tr><td>45</td><td>£67,803</td></tr><tr><td>46</td><td>£69,688</td></tr><tr><td>47</td><td>£71,630</td></tr><tr><td>48</td><td>£73,629</td></tr><tr><td>49</td><td>£75,687</td></tr></tbody></table> *inclusive of London Weighting allowance 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. Payday is the 15th of each month or the last working day before this should the 15th fall on a weekend or bank holiday.	Spine points	Full-time salary*	45	£67,803	46	£69,688	47	£71,630	48	£73,629	49	£75,687
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Visas/ Right to Work in the UK	If you have time limited permission to work in the UK you must provide full details on your Application for Employment form. If you do not have permission to work in the UK but would be eligible to apply for a Visa you must state the applicable route on your Application for Employment form. We suggest you use the online tool provided by the government to explore your eligibility and options relating to Visas. Visa Checking Tool Some applicants including prospective professors, may wish to explore the Global Talent Visa route. Further information about endorsement for this visa can be found on the Arts Council website.												

This is a role for which the RCM may act as a sponsor for the Skilled Worker route.

Immigration Advisors	The HR department cannot act as immigration advisors however if you are an international student studying in the UK you can seek guidance from the UK Council for International Student Affairs (UKCISA) . Alternatively the Office of the Immigration Services Commissioner (OISC) which regulates immigration advisers maintains a list of approved Immigration Advisors .
DBS check	Not applicable for this post.
Probation	The post has a twelve-month 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).
Annual leave	Full-time staff are entitled to 245 hours of holiday per annum, plus public holidays. The RCM is closed between Christmas and New Year each year, the three days in this week that are not bank holidays will come out of the postholder's annual leave allowance.

How to Apply

Closing date	9am Wednesday 11 November 2026 Applications received after the stated closing date will not be considered.
Interview date	Tuesday 24 November 2026 Shortlisted candidates will be notified in due course. We communicate interview dates in advance to ensure candidates have adequate notice to make arrangements. Regrettably we are unlikely to be able to accommodate alternative interview dates.
To apply	To apply, please submit the following documents available on the RCM jobs page • Application Form • Equal Opportunities Form The above documents should be sent to recruitment@rcm.ac.uk by the stated closing date. We encourage applications by email however if you wish to post your application you must ensure this reaches us by the closing date. Late Application Forms, incomplete Application Forms, Application Forms submitted in a format other than Word or PDF and CVs without an Application Form will not be accepted.

Alternative formats If you need to receive our recruitment 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.

Interview process Interviews will take the form of a panel interview, normally comprised of three staff members however more senior positions may have larger panels. Details of the interview panel will ordinarily be included in the interview invitation. We will be happy to make any reasonable accommodations as part of this process.

As part of the interview format you may be invited to take a brief tour of our facilities, details will be included in your interview invitation and we will be happy to accommodate accessibility requirements.

A test or presentation may form part of the interview process and details will be provided in the interview invitation. We will be happy to make any reasonable accommodations as part of this process.

Staff Benefits

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.

We offer a Cycle to Work Scheme via CycleScheme.

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 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

The College Opened in 1883 by the then Prince of Wales, 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 60 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 amateurs.

The RCM was ranked as the No. 1 institution in the UK and Europe, and second globally, for both Music and Performing Arts in the 2026 QS World University Rankings by Subject. The College has held global first and second positions in Performing Arts for five successive years, while Music is a new subject introduced to the rankings in 2024.

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 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.

Programmes & Research

The College offers a range of degree programmes at undergraduate, postgraduate taught, and postgraduate research levels. Our community of 900 students is highly international, with nearly 60 different nationalities represented. Across all levels of study, our programmes are designed to be practice-led, research-informed, and industry-facing, providing students with exceptional opportunities to learn from experts in their field.

Research at the Royal College of Music is innovative and transforms lives. From investigating music's benefits for health and wellbeing, to developing cutting-edge technologies and exploring neglected histories, RCM research responds to the needs of the creative industries, government and society. Our thriving community of researchers work across the fields of performance science, wellbeing, music education, musicology, music's material culture, and composition and performance.

The Royal College of Music is an Equal Opportunities employer.

Dr Diana Salazar
Director of Programmes
October 2026

