Instrumental Music Instructor

Position reports to	Head of Co-Curricular Performing Arts
Direct Reports	Nil
Classification	Schedule C-5, Southern Cross Grammar Enterprise Agreement 2023
FTE	0.3 FTE

About Us

At Southern Cross Grammar, we believe education is most powerful when a student is truly known and their potential is unlocked to shape what comes next. We are an independent, co-educational, non-denominational Foundation to Year 12 school located on a single campus in Caroline Springs, Victoria. Established in 2011, we are a learning community united by a clear purpose: to develop people who make a positive difference in the world. Guided by our values of Respect, Inclusivity, Excellence, and Resilience, our philosophy combines evidence-based teaching and strong relationships to support meaningful growth for all learners.

This work is led by dedicated staff who are deeply invested in each student's learning and development, and who continually reflect on their professional practice to ensure it remains purposeful, informed, and responsive. In partnership with our families, we prepare our students for lives of purpose and impact, grounded in the belief that when students matter, futures shine brighter.

Key Accountabilities of the Role

Music Instruction and Program Delivery

- Plan and deliver high-quality instruction to students across a range of year levels and abilities, beginner to advanced
- Arrange lesson schedules
- Provide ensemble direction as required
- Manage the administrative tasks associated with undertaking the role of an Instrumental Music Instructor
- Prepare students for performances at key school events including music recitals, concerts, presentation evenings, auditions and assemblies
- Facilitate external AMEB music examinations as required
- Contribute to and participate in the overall musical life of the school, and assist where required with the planning and conduct of music activities within the school community
- Maintain accurate records of student attendance, performances and progress
- Assist and contribute to the planning of public performances, workshops and camps
- Attend non-student days such as school planning and professional development days.

Student Care

- Encourage a positive environment, where achievements are celebrated, each student feels valued, and a sense of belonging and connectedness is created for all
- Model authentic and meaningful conversations with members of our community adopting a restorative approach in addressing issues of conflict as required
- Collaborate with Heads of Year Level, Head of Learning Enhancement, Student Counsellor and other teachers to ensure the support of students with additional needs and/or at-risk students.

Communication and Connection

- Form collaborative relationships with students, colleagues, parents and the broader school community focused on student learning, agency, wellbeing and engagement
- Regularly communicate with parents/guardians to assist them in supporting their child's academic growth and wellbeing
- Work closely with colleagues in the provision of a challenging, balanced, relevant and differentiated curriculum for students across programs
- Actively build professional networks with key external partners and professional associations
- Engage in Professional Learning and attend staff meetings.
- Work attendance outside of ordinary school hours is required where directed to support events, functions and programs.

Key Capabilities

- Familiarity with AMEB and VCE music curricula
- Effective communication skills with students, parents and staff
- Well-developed rehearsal time management and organisational skills
- Confident in working autonomously and in a team setting to produce quality outcomes for students.
- Clear sense of initiative and personal accountability
- High level written and verbal communication skills
- Genuine interest in the School, students and families in the School Community
- Willingness to undertake other duties as reasonably required by the Principal.

Key Working Relationships

- Head of Co-Curricular Performing Arts
- Staff, Students and school community
- External agencies as required

Health and Safety

Staff are required to:

- Take reasonable care for their own health and safety and that of other staff who may be affected by their conduct
- Demonstrate awareness of Work Health and Safety issues, and have a working knowledge of the School's health and safety policies and procedures
- Participate in Work Health and Safety related training
- Promote a safe working environment by raising work health and safety concerns in a timely manner and reporting any notifiable incident or health and safety matters to the Principal, or member of the OHS committee.

Child Safety

Southern Cross Grammar is committed to creating and maintaining a child safe environment in which students feel safe and are safe.
All staff are required to:

- Provide students with a child safe environment
- Proactively monitor and support student wellbeing
- Have a working knowledge and understanding of the School's Child Safe Policies and Code of Conduct, and any other policies and procedures relating to child safety
- Undertake training to maintain compliance with all child safety legislation, standards and regulations.

Conditions of Employment

- Southern Cross Grammar is an equal opportunity employer
- Working with Children's Check
- Appropriate tertiary qualifications in music
- Current Level 2 First Aid and CPR Certificate, Asthma and Anaphylaxis training or willingness to undertake prior to or on commencement of employment
- Employer superannuation contributions as prescribed under the Superannuation Guarantee legislation
- Employment and leave provisions as outlined in the Southern Cross Grammar Enterprise Agreement 2023

Final Statement

The purpose of the position description is to provide an overview of the major tasks and responsibilities of the position. It is not intended to represent the entirety of the position. The incumbent may be requested to perform other work tasks, not specifically stated, and the Executive may modify the position description in consultation with the incumbent from time to time, depending on the operational needs and requirements of the School.