



## Music Tutor Position Description

Title	Music Tutor – Woodwind specialist
Classification	Educational Services (Schools) General Staff Award 2010
	Level 6 Grade 3
Value range	TBC plus 9.25% superannuation
Employment status	Casual/Sessional
Date Reviewed	December 2017

The Music Tutor – Woodwind specialist, is appointed by the Principal and is accountable to the Assistant Principal Learning through the Performing Arts Coordinator.

The successful applicant as tutor (of woodwind instruments) would be responsible for the management and maintaining the Woodwind program with the support of the Music Department and School.

### ROLE RESPONSIBILITIES:

1. Oversee the Woodwind Instrumental Program in consultation with the Director of Music.
2. Plan and conduct private and small group lessons
3. Prepare students for AMEB Examinations
4. Prepare students for and assist with the design of their VCE performance program.
5. Prepare students for the Soiree Performance Night and all other Music Concerts
6. Play an active role in the planning of public performances such as the annual Music Concert.

### Child Safety

- Provide students with a child safe environment
- Be familiar with and comply with the College's child safe policy and code of conduct, and any other policies or procedures relating to child safety
- Proactively monitor and support student wellbeing
- Exercise pastoral care in a manner which reflects school values
- Implement strategies which promote a healthy and positive learning environment
- Demonstrate duty of care to students in relation to the physical and mental well being

The duties outlined above may be subject to variation from time-to-time by the Principal (or his nominee).

### SELECTION CRITERIA

Applicants should be able to demonstrate:

- A commitment to Catholic education and the College's mission statement;
- A commitment to Child Safety;
- Graduate or postgraduate study of music performance in Saxophone, clarinet and/or flute
- Recent experience as a woodwind specialist and a proven record as an outstanding teacher for both advanced and beginner levels
- Success in fostering in boys a love of learning and a commitment to excellence
- A genuine commitment to their own learning and developing skills on their chosen instrument

The position is employed in accordance with the terms and conditions of the Educational Services (Schools) General Staff Award 2010.

The position will from time-to-time require attendance outside normal hours from which time in lieu will be considered. The successful applicant will be required to undergo a Criminal Record Check.

The successful applicant would require a commitment to ongoing professional learning and hold relevant qualifications. The position requires the completion of an Annual Review Meeting.

All employees at Marcellin College are to follow college policies and procedures, including the Occupational Health and Safety Act 2004 and Equal Opportunity Act.