



Music Tutor

JOB DESCRIPTION

Reports to: Head of Performing Arts

Department: Music

Position Summary

Music Tutors at Scotch College inspire, guide, engage and motivate students through teaching the study, practice and performance of music.

Essential Criteria

Education and training

- Bachelor of Music
- AMus or LTCL or equivalent highly desirable

Core competencies (knowledge, skills and experience)

Technical

- High performance level on primary instrument
- Studio or 1:1 musical instrument teaching experience
- A full understanding of and ability to teach musicianship (theory, aural and arranging) in an appropriate context

Human relations

- Ability to motivate and enthuse students
- Excellent communication skills
- Excellent organisational skills
- Professional presentation
- Ability to work as a member of a team

Additional requirements and values

- Actively pursue the development and improvement of your teaching by accessing and implementing up to date teaching methods and curriculum tools
- Utilise information and learning technologies as appropriate to your role
- Attend regular professional development opportunities
- Participate in meetings as required
- Maintain relationships with relevant professional associations (e.g. ASME, AISWA, SCSA etc)

- Participate in Scotch College professional development programmes and participate in the development and evaluation of curriculum, programmes and resources for the implementation of the curriculum
- Positive outlook with the willingness to become fully involved in Scotch College life
- Demonstrated ability to embrace Scotch College Values of Service, Integrity & Stewardship underpinned by the values of the Uniting Church in Australia (UCA); in particular the UCA Charter of Education
- Demonstrated ability to abide by organisational Health & Safety Policy, Procedures & Guidelines
- Recognising that Scotch College is a Child Safe Organisation, upholding the College community's commitment to a shared culture of child safety

Desirable Criteria

- Conducting and/or ensemble directing skills

Core Responsibilities and Tasks

Music Tuition

- Create an environment of active and genuine learning by employing a range of teaching strategies that meet the needs of each student
- Develop a teaching-learning programme for each student commensurate with achievement targets in line recognised music syllabus requirements such as AMEB, ABRSM, Trinity College London or Guildhall.
- Monitor each student's progress and keep the all stakeholders informed of progress through the use of the music practice journal, SEQTA and other standard communication methods
- Keep accurate records of achievement and attendance in order to provide meaningful reports and parent communications as required
- Maintain your workplace environment by keeping a neat and orderly teaching space, reporting any maintenance or repair requirements.
- Keeping open communication with the relevant Head of Instrument, Music Administration and where required the Head of Performing Arts.
- Follow all standard College procedures, as outlined through the Music Faculty Staff policies and procedures.

Music Ensemble

- Prepare your students either as soloists or ensemble members for the various performances that occur throughout the year, including regular work-throughs of ensemble repertoire during individual lessons
- Assist in rehearsals and sectionals as requested by the relevant Head of Instrument
- Attend and assist with the preparation for and running of various calendared music concert and events as appropriate to your major teaching context or where requested by the relevant Head of Instrument

This job description is intended as a guideline to illustrate the main job responsibilities. It is not intended to be an exhaustive list and may change within the scope of the role at the Manager's discretion. Employees may also be required to undertake other reasonable duties as directed.

Updated 15/03/2022