



# Music Teacher

## JOB DESCRIPTION

**Reports to: Curriculum Leader - Arts**

**Department: Performing Arts**

### Position Summary

The Music Teacher provides the best possible education for the boys within their classroom and contributes to the pastoral care and co-curricular programmes of the School.

The role comprises a mix of classroom teaching, music tuition and ensemble direction. Our pedagogy is inquiry based and we provide an enriched curriculum that blends the framework of IB with Australian and Western Australian Curriculum.

### Essential Criteria

#### Education and training

- Bachelor's Degree or higher tertiary qualification with a Diploma of Education or Bachelor of Education
- Registration with the Teacher Registration Board of Western Australia (TRBWA)

#### Core competencies (knowledge, skills, and experience)

##### *Human Relations*

- Ability to work as part of a team and independently
- Excellent manner in dealing with staff, students, parents and general public
- Ability to build trusting relationships with boys, parents, peers and other staff
- Ability to work under pressure and to deadlines
- Punctual and flexible, with good time management skills
- Ability to prioritise
- Ability to maintain confidentiality
- Ability to show initiative and to be proactive
- Ability to represent the school at a professional level

#### Additional requirements and values

- Eligibility for registration as a teacher in Western Australia
- Availability to be involved in additional after-hour requirements relating to the position
- Flexibility of working hours
- Working with Children Clearance
- A demonstrated commitment to the promotion of the College, as a Uniting Church in Australia school, in accordance with the College's vision, Mission and Values
- Demonstrated ability to abide by organizational Health & Safety Policy, Procedures & Guidelines
- Recognise Scotch College is a Child Safe Organisation and uphold the College community's commitment to a shared culture of child safety

## Core Responsibilities and Tasks

### Teaching Practice

- Deliver stimulating lessons to students, as determined by the timetable
- Create an environment of active and genuine learning
- Submit programmes, lesson plans and records to the Curriculum Leader as appropriate
- Plan and present learning experiences that are student centred and outcomes focused
- Use Information and Communication Technologies to present engaging and challenging learning experiences
- Closely monitor student progress in each course and use College systems and processes to maintain up-to-date student records on each student's learning
- Facilitate appropriate individualised remediation and extension activities as required
- Communicate student progress to parents in the form of student work sample files, interviews, and formal semester reports
- Prepare for and attend Parent/Student/Teacher interviews
- Prepare formal academic reports as required by the College
- Support the Curriculum Leader to implement changes to the curriculum and courses
- Seek feedback and reflect on teaching practice to ensure ongoing effectiveness of teaching methods
- Undertake music tuition and music ensemble direction as appropriate to teaching load and FTE

### Pastoral Care

All staff have pastoral responsibilities within the school including:

- Knowing every boy as:
  - an individual (e.g. medical history and problems, likes/dislikes and interests)
  - a member of his family
  - a member of the School (academic ability and progress, involvement in games, co-curricular activities)
- Developing an open relationship based on mutual trust with the boys
- Monitoring each boy's academic progress
- Monitoring each boy's behaviour development, being aware of any circumstances which may lead to poor or erratic behaviour
- Monitoring each boy's attendance patterns and report matters of concern to the Deputy Head or House Head responsible for pastoral care
- Where appropriate providing feedback to the Head of School or House Head which summarises a student's role in the class and his participation in the co-curricular programme
- Developing and maintain open lines of communication with parents
- Attending and participating in Staff Meetings, Assemblies and Chapel
- Attending school-organised activities when appropriate

### Co-curricular Programme

- Contribute to the School's co-curricular programme, taking an active role as appropriate to your full-time equivalence
- Ensure all activities are pursued in a manner consistent with the Scotch College values
- Encourage boys to be active participants in the co-curricular programme offered
- Keep accurate records of boys' attendance and performance in co-curricular activities
- Ensure adequate levels of supervision and standards of behaviour during activities
- Ensure the necessary equipment is available and maintained

### Spirituality

- Behave in a way that is aligned with Scotch College, which is an active member of the Uniting Church in Australia
- Support the work of the Chaplain by attending worship and the exploration of spiritual themes within the classroom
- Recognise spiritual search for meaning as an essential element of our common humanity

## **Professional Development**

- Keep up to date with curriculum and resource development in teaching areas
- Maintain adequate technology competencies relevant to teaching
- Attend appropriate seminars and courses
- Participate in subject or area association meetings as appropriate
- Maintain relationships with professional associations (e.g., Curriculum Council, AISWA)
- Participate in and contribute to Scotch College professional development programs
- Participate in the school's Professional Development and Review process
- Participate in the development and evaluation of curriculum, programmes, and resources for the implementation of the curriculum

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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 28/1/2026