



Description of Services Instrumental Music Tutor

April 2022

Kilbreda College is governed by Kildare Ministries and administered by the Kildare Education Ministries Board.

Position:	Instrumental Music Tutor
Reports to:	Co-curricular Performing Arts Coordinator
Key Internal Liaisons:	
Conditions	Conditions are as Independent Contractor Offer

All members of Kilbreda College are expected to support Catholic education in the Brigidine tradition as expressed in the College's vision and mission statements. Tutors are expected to reflect the values of Kildare Ministries in the way that they perform their role and in the relationships they form with all members of the College community. Each tutor's role is designed to contribute to the best possible educational outcomes for all students, enhance the community's strengths and ensure careful stewardship of the College's resources.

The primary objective of the Instrumental Music Tutor is to provide a safe environment where individual students are supported in their learning on instrumental music and to inspire a love of music and the pursuit of excellence.

Child safety: It is an expectation that every tutor be familiar and comply with, the College's Child Protection and Safety Policy, Code of Conduct and any other policies or procedures relating to child safety.

KEY RESPONSIBILITY AREAS

- To observe the confidentiality and privacy expectations of the College.
- Provide assistance to individual students, or groups of students, with specific instrumental and/or ensemble music lesson
- Keep detailed records of each instrumental music with the student/groups
- Assist and/or supervise students during instrumental and/or ensemble music lessons
- Work collaboratively as a member of the Kilbreda community to develop resources and materials to support student instrumental and ensemble music programs
- Undertake administrative tasks as requested
- Carry out other duties as requested by the Co-Curricular Performing Arts Coordinator.

EXPECTATIONS

- To establish a positive relationship with students and staff
- Plan and prepare materials to support students in their instrumental and/or ensemble music lessons



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Kilbreda College is a Kildare Ministries Catholic School in the Brigidine Tradition

- Provide constructive feedback to students regarding their learning and progress
- Maintain records of lessons provided to students
- To participate in meetings and activities that relate to instrumental and ensemble music by negotiation.

GENERAL ACCOUNTABILITIES FOR ALL STAFF

- Demonstrate duty of care to students in relation to their physical and mental wellbeing
- Be well informed and comply with the College's obligations in relation to Child Safe Standards and processes for reporting suspected abuse
- Be familiar with and comply with all College policies and procedures
- Demonstrate professional and collegial relationships with colleagues
- Adhere to the College's professional dress code
- Attend and participate in College community evenings and events relevant to the role
- Demonstrate alignment and support for the Catholic, Kildare Ministries and Brigidine ethos of the College
- Support the Vision, Mission and Values of the College.

This statement of duties is not intended to be an exhaustive or exclusive list of duties assigned to the position. They are intended as a guide as to the responsibilities of the role.

KEY SELECTION CRITERIA

- A commitment to the safety, wellbeing and protection of all children
- Current Working with Children Check
- Personal skills of flexibility, adaptability as well as a high degree of motivation
- Demonstrated ability to establish positive and effective working relationships
- A strong commitment to team work and the provision of high-quality customer service
- Excellent interpersonal, organizational and communication skills
- Ability to work well under pressure.

Qualifications and experience in this area would be an advantage:

- Qualifications in music and performing arts
- Experience in an educational environment
- Commitment to the College's core values
- Evidence of strong communication skills
- Experience in the performance and teaching of instrumental music.
- Competent use of technology.