

POSITION DESCRIPTION

Title: Music Tutor
Reports to: Director of Music
Date: 2025

At Genazzano FCJ College, we're on a mission... to fuse the wisdom gained from over 130 years of educating girls, with the best techniques and practices of contemporary learning. Together, it redefines individual academic success and creates a distinctive opportunity to equip girls for a future we cannot imagine – but are privileged to guide them to.

From the co-educational Early Learning Centre (3- and 4-year-olds) to the specialist girls' pathways from Preparatory to Year 12, Genazzano is on a relentless quest to unlock the potential of every student as they uncover their personal excellence and fuel their aspirations. To do this, our professional environment at Genazzano emphasises innovation, the importance of lifelong learning and quality relationships between staff, students and parents.

Our Catholic faith and educational expertise energise us to prepare our students for a future where the keys to success will be very different to that of the past. For this reason, we unapologetically coach our students outside their comfort zone and challenge them to think critically about the world they'll inherit. This commitment extends beyond the classroom. We believe in nurturing not just their minds but also their hearts and spirits. Hope, courage, and a profound sense of community are the pillars upon which Genazzano FCJ stands.

As a future-oriented community, with a distinctive learning culture and a heart for humanity, we value reflection, excellence, wisdom, and service to empower our students and staff to transform the world around them.

In addition to an extensive Classroom Music program, the Music Department involves over 350 students in instrumental music and runs 34 ensembles on a weekly basis. Music plays an important role in the overall education at the College and students are frequently asked to perform both on and off campus.

POSITION PURPOSE

The following will apply:

- Private music lessons
- Possible support for weekly ensembles

KEY RESPONSIBILITIES

In accordance with the College Strategic Plan and instructions from the Director of Music, the Music Tutor is expected to:

- Teach private students and prepare and present students for recitals, competitions, Master Classes, examinations, VCE examinations and tertiary entrance auditions where applicable
- Organising, coordinating and supervising of examinations where applicable
- Have the capacity to accompany ensembles and instrumental students from beginners to advanced levels
- Develop a positive relationship with all students, from all levels throughout the College, which will engender a willingness to take part in our extensive music program
- Assist at concerts, recitals, workshops and music camps as required
- Be available to students and parents to discuss student progress and to build a positive and supportive relationship
- Communicate regarding scheduled rehearsals with students, instrumental teachers and parents in a clear manner
- Prepare and present performance opportunities for students
- Write reports for students
- Attend Music Department meetings as required
- Organisation of Musical items as requested
- Ordering of books
- Organisation of concerts and competitions in consultation with Director of Music
- Have the ability to work as a member of a team with an understanding of and interest in the total music program

KEY SELECTION CRITERIA

- A current Working with Children Check and Police Check are mandatory
- A high level of professional proficiency in performance
- Demonstrated high quality teaching skills which enable students to reach their full potential
- Commitment to a quality music program
- Demonstrated willingness to support the ethos of Genazzano FCJ College; including an active commitment to the College Mission and Vision

ACCOUNTABILITY & EXTENT OF AUTHORITY

- The Music Tutor is accountable to the Principal through the Director of Music who reports to the Principal
- For implementation of Child Safe Standards, this position is accountable to the Deputy Principal, Community and Connection – Child Safe Officer
- The position must ensure that it operates in accordance with the specific objectives, policies and strategies determined for the effective management of the College's resources and ensure decisions made by the position are subject to review by the Director of Music

CONDITIONS OF EMPLOYMENT

- Employed in accordance with terms and conditions of Victorian Music Teachers Award as amended from time to time