

Instrumental Music Tutor – Strings Program

Emmaus College is a proudly co-educational Catholic college, established in 1980 through the amalgamation of St Thomas More College, a Christian Brothers' school for boys (1969 – 1979) and Chavoin College, a Marist Sisters' school for girls (1966 – 1979). The next stage of the amalgamation in 2025 was with Holy Saviour Primary School, Vermont South and St Timothy's Primary School, Vermont. The College operates over multiple campuses in Vermont South, Vermont and Burwood. One campus is dedicated to Years 7, 8, 10, 11 and 12, another campus is designated to the Year 9 program, Y9@E, and another is a dedicated Junior School K to Year 6. All staff at Emmaus may be required to work at any of our campuses.

Our school motto: To Know Christ

College Vision: To foster a community that nurtures the full flourishing of each learner, inspiring excellence as they come 'To Know Christ' on their own road to Emmaus

College Mission: Emmaus College, as a Christ centred Community, has fundamentally at the heart of its spirituality, the person of Jesus Christ. The story of the Walk to Emmaus in the Gospel of Luke and from which the College is named, nourishes our spirituality. Students are encouraged to live by the key core values of faith, community, respect, excellence, integrity and service and to empower them to achieve their best academically. Emmaus aims to ensure that learners acquire and utilise the knowledge and skills to be future- ready. Our mission as a Christ-centered community provides a caring and supportive environment that enables students to develop their full potential in all areas of life. Pastoral care is a key focus of the College and promotes and enhances student wellbeing of a personal, social, physical, emotional, cognitive and spiritual nature.

Expectations of Staff in a Child Safe School

Emmaus College is committed to creating and maintaining a child-safe school environment. Students' care, safety, and welfare are embedded in policies and procedures that ensure a commitment to zero tolerance of child abuse. All actions and programs will maintain high ethical standards and work according to child safety standards and child protection reporting guidelines. All employees have a shared legal responsibility to contribute to a safe working environment for staff and students in their area. Emmaus College is an equal opportunity employer.

Instrumental Music Tutors at Emmaus College

Instrumental Music Tutors at Emmaus College work together in a spirit of cooperation in the best interests of all instrumental music students within the confines of College policies and procedures to achieve the best outcomes for the students. Instrumental Music tutors will work effectively with students, staff and parents to inspire provide an engaging and inspiring program which supports the Catholic ethos of the College.

The Position

The Instrumental Music Tutor is appointed on a contract basis by the Principal. Tutors report to the Principal through the Director of Music. Tutors at Emmaus College are responsible for inspiring, encouraging and supporting the learning of students in the instrument/s of choice. The Tutor work in collaboration with the Music Team at Emmaus. The String Tutor will also provide group tuition as part of the College's Year 7 Orchestra and Grade 3 and Grade 4 strings programs.

Key Responsibilities and Duties

Instrumental Music Tutor

- Use high-impact teaching strategies in the teaching of instrumental music.
- Play a key role in the running and development of the Instrumental Music program at Emmaus College.
- Develop positive relationships with all students, from all levels throughout the school, which will engender a willingness to take part in our extensive band and choral programs.
- Prepare a timetable for each student.
- Prepare students for various examinations, such as AMEB, Trinity and VCE as required.

- Prepare and provide performance opportunities for students.
- Direct and lead an extra-curricular ensemble within the Music Program as allocated.
- Attend, coordinate and accompany ensembles for school concerts as required.
- Support Emmaus College's various community music events
- Write reports and provide feedback via Emmlink.
- Be available to students and parents to discuss student progress and to build a positive and supportive relationship.
- Assist at concerts, recitals, workshops and music camps as required.
- Participate as required in the annual College Production.
- Attend relevant workshops, seminars, concerts and professional development programs.
- Attend music staff meetings as required by the Principal or Director of Music
- Meet regularly with the Director of Music to review student progress and prepare reports.
- Work collaboratively with the music team supporting the interests of the whole school community.
- Provide students with a child-safe environment.
- Be familiar with and comply with the College's Child Safety code of conduct, and any other policies or procedures relating to child safety.
- Comply with all College policies.
- Comply with Occupational Health and Safety procedures.

Orchestral Program Team Member

- Teach in the Year 7 Orchestra and Grade 3 and Grade 4 strings programs
- Teach the group students who are learning a string instrument
- Work collaboratively with the other teachers to provide all students a positive learning experience in small groups and as part of an orchestra/ensemble/band

Experiences and Qualifications

The Instrumental Music tutor will be required to undertake a National Criminal Record Check and hold a current Working with Children Check (Employee). The successful applicant will also be required to have:

- Relevant tertiary music qualifications and experience in teaching violin and cello
- Experience in teaching instrumental music to individual students and in small and large groups
- The ability to direct and conduct a string ensemble
- Appropriate public liability and professional indemnity insurance as outlined in your contract of employment

The incumbent should be enthusiastic, have the ability to be flexible, and work as part of a team. The role will require a high degree of autonomy and organisation with excellent communication skills. A solid understanding of ICT is required. The incumbent will need to be able to work with students with a range of abilities.

Contract and Conditions

This is a contractor role, with hours and workdays specified in the contract. The orchestral component of the role is eight periods per week (400 minutes). The Instrumental Music Tutors are paid at the VMTA hourly rate (pro-rata for classroom music work).

Professional Review

This Position Description is intended as a framework for professional review.

This position statement is a guide only and is not intended to be an exhaustive or exclusive list of the duties attached to this position. It is subject to review and modification by the Principal in response to the changing needs of the College and the development of skills and knowledge.