



Position Description

Position:	Teacher (Music)
Position Status:	Part-time (0.6 FTE), fixed-term
Classification:	In accordance with the Presbyterian Ladies' College Teachers Agreement 2026
Reports to:	Director of Music. All positions in the College ultimately report to the Principal

Presbyterian Ladies' College

Established in 1875, Presbyterian Ladies' College (PLC) is a leading Christian independent school for girls from Kindergarten to Year 12, with onsite boarding available from Year 7.

The campus is situated in the east of Melbourne on a 16-hectare site, creating a unique environment of a school in a park.

Our core values, underpinned by our Christian Ethos, are Integrity, Empathy, Courage, Delight and Service, and these provide an enduring foundation for dynamic learning.

The College Mission is to provide an outstanding education within a Christian context that:

- prioritises care
- promotes holistic development and growth
- personalises learning
- provides enriching opportunities
- perpetuates principled living and a service ethic
- prepares students for their time as scholars, thinkers, citizens, advocates, and leaders

Our consistently impressive academic results reflect the high-quality teaching, dedication of the students and visionary leadership for which the College has long been renowned.

We value and nurture the individual strengths and passions of the students. The personal development of our students is our priority with extensive age-appropriate care and wellbeing programs. Asian and European language studies are part of the curriculum from Prep to Year 12 with many students continuing foreign language study through either the Victorian Certificate of Education or the International Baccalaureate pathway.

The students' talents and interests are nurtured within a rich curriculum program, as well as through extensive co-curricular offerings.

Our ultimate goal is to develop girls who are fully prepared and will flourish in their life and work well beyond school as they contribute in meaningful ways to their community as scholars, thinkers, citizens, advocates and leaders.



Context of the Role

At PLC, over 700 students undertake instrumental tuition, and participate in ensembles which include a full Symphony orchestra, wind bands, string orchestras, stage and jazz bands, and pipes and drums. There is an extensive chamber music program and the College also has a rich tradition of singing, with many girls belonging to one or more of the 9 choirs. Members of staff in the College will also be aligned to the College's goals, as set out in the strategic plan.

The classroom music program is compulsory for all students in Years 7 and 8 and there are electives at Years 9 and 10, including an acceleration option for students in Year 10 to complete VCE Music Units 1 and 2. Music is offered as part of both the VCE Curriculum and the IB Diploma Programme for students in Years 11 and 12.

Position Overview

The Teacher (Music) at PLC is a passionate and proficient educator with a particular passion for teaching students in Years 7 to 8.

Collaboration is an important aspect of this role. The Teacher (Music) will work closely with a highly accomplished team of Music educators who are focused on creative, reflective development of curriculum and outcomes for our students. The Teacher (Music) will have excellent knowledge of current practice through AITSL standards.

Key Responsibilities:

- encourage students' passion, motivation and excellence in Music
- teach the subjects creatively and with academic rigour
- create a learning environment that enables trust and respect, engaging all students in the learning process and catering for diverse abilities and learning styles
- work with members of the Music teaching team to plan and deliver units of work and related assessments
- ensure ongoing personal and professional development in Music education and pedagogy
- contribute to professional networks and associations, and build productive links with the wider community to improve teaching and learning

Other Duties

- as directed by the Director of Music
- maintain up-to-date understanding and support of the College's commitments to Child Safety, Health & Safety, and Policy & Compliance

Key Relationships:

- Head of Music Curriculum & Learning
- Music staff and students

Mandatory Qualifications / Registrations / Certifications:

- relevant teaching qualification
- current Victorian Institute of Teaching (VIT) registration
- current certification, or willingness to obtain certification, through PLC-run programs:
 - Provide First Aid (HLTAID011) and CPR (HLTAID009) certificates
 - Asthma First Aid certificate



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- Anaphylaxis Management certificate
- MARAMS - Protecting Children - Mandatory Reporting and Other Legal Obligations for Non-Government Schools (or equivalent)

Please note: Staff are required to maintain current certification and compliance training as required

Knowledge, Skills and Experience:

- ability to deliver engaging and dynamic music instruction to Year 7 and 8 students
- leadership and innovation in the delivery of Year 7 and 8 music curriculum
- demonstrated passion and enthusiasm for the teaching and learning of Music
- the ability to successfully plan and implement well-structured learning and teaching programs that engage students and promotes learning
- outstanding classroom teaching skills and a capacity to set explicit, challenging and achievable learning goals for all students
- competence in preparing materials and using technology for online learning
- the ability to work within and contribute to a team of highly accomplished teachers of Music, particularly in the context of planning units of work and related assessments
- the ability to successfully contribute to collegial discussions and apply constructive feedback from colleagues to improve professional knowledge, curriculum development and practice
- a positive, proactive approach to students, peers, parents and members of the wider community

Key Attributes:

- ability to work independently and collaboratively as required
- calm under pressure
- a commitment to ongoing professional learning and growth in skills
- a warm, positive and considerate manner
- commitment to continual upgrade of personal skills and qualifications
- exceptional communication skills displaying sensitivity and discretion
- meticulous attention to detail and desire for accuracy
- committed to striving for continuous improvement and achieving exceptional outcomes
- demonstrates high levels of confidentiality, trust, credibility and honesty
- demonstrates a respect for and acceptance of difference in students, parents and staff
- displays empathy, enthusiasm, commitment and is highly motivated
- possesses a strong work ethic
- willingness to learn new pedagogy to improve classroom teaching
- exercises ownership and concern for quality of own work reflected in accuracy and attention to detail
- is flexible and has an ability to adapt and operate effectively in a challenging and changing environment

Workplace Health and Safety

PLC is committed to fostering a safe, healthy and respectful environment for all members of the College community. All staff share responsibility for contributing to a positive workplace culture by complying with the College's OHS policies, procedures and practices, taking reasonable care for their own health and safety and that of others, and supporting an environment where wellbeing, safety and respect are valued and prioritised.



Child Protection

PLC is committed to being a Child Safe organisation where the safety, wellbeing and best interests of children and young people are at the centre of all we do. All staff share responsibility for creating and maintaining a child safe culture by complying with applicable child protection legislation and the College's Child Safe policies, procedures and practices. This includes actively supporting student wellbeing, promoting inclusion, respect and empowerment, taking action to keep children and young people safe from harm, and raising any concerns regarding child safety. The College has zero tolerance for child abuse.

Dr Emma Burgess
Principal

July 2026

The purpose of this position description is to provide a general overview of the key responsibilities of the position and is not intended to represent the entirety of the position nor is it intended to be all-inclusive