

Instrumental Music Tutor – Guitar (0.3 FTE)

Emmaus College is a proudly co-educational Catholic secondary 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 College operates over two campuses in Vermont South and Burwood, the latter hosting a designated Year 9 program Y9@E. All staff at Emmaus may be required to work at either or both 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-centred 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.

The Position

The instrumental music tutor is appointed by and acts under the direction of the Principal, through the College Leadership Team. Tutors are appointed by the Principal in line with the current Victorian Catholic Multi Enterprise Agreement (VCMEA), on either a permanent, contract or casual basis. Tutors at Emmaus College are responsible for inspiring, encouraging and supporting the learning of students in the instrument/s of choice. Emmaus College promotes team-based practice.

Key Responsibilities and Duties

- 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 College policies including Occupational Health and Safety policies and procedures
- Play a 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 timetable for each student.
- Prepare and present performance opportunities for students.
- Direct and lead an extra-curricular ensemble within the Music Program where required. Attend, coordinate and accompany ensembles for school concerts as required.
- Write reports and provide on-line feedback.
- 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.
- Meet regularly with the Director of Music to review progresses and needs and prepare reports as needed.
- Have the ability to work as a member of a team with an understanding of and interest in the wide school community.

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:

- Experience in teaching instrumental music in a small group and individual format
- Experience directing guitar ensembles and contemporary bands would be highly desirable
- Qualifications relevant to the instrument being taught
- Appropriate public liability and professional indemnity insurance as outlined in your contract of employment

The incumbent should be an enthusiastic and flexible persona with the ability to work as part of a team. The role will require a good degree of autonomy and organisation and the incumbent will need excellent communication skills and a basic understanding of ICT. The incumbent will need to be able to work with students with a range of abilities.

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.