



Position Description

Junior School Music Teacher

OMNIA SUPERAT DILIGENTIA

DILIGENCE OVERCOMES ALL

OUR SCHOOL MOTTO SINCE 1892

Ipswich Girls' Grammar School including Ipswich Junior Grammar School offers high quality, non-denominational education for girls only from Years 7 to 12, with boarding available from Year 5, and coeducation from Kindergarten to Year 6. We pride ourselves on providing a personalised, holistic education with a focus on academic excellence.

Our Vision

Ipswich Girls' and Junior Grammar School's vision is to be the destination school where globally conscious students lead with grit and grace.

Our Purpose

Opening doors for a brilliant future.

Our Goals

World Ready: We co-create global learning adventures with our students so that they love to learn for life, and lead with grit and grace.

Future Focused: We nurture an adaptive, collaborative workforce that advances the staff community and the educational experience they deliver.

True Belonging: We share and celebrate our heritage, diversity, and inclusivity to strengthen our connections and community.

Destination School: We leverage our unique place and space as a premier destination for learning and work.

New Momentum: We continue our legacy by making smart, resilient investments in our future.

Our Values

- **Diligence** - Digging deep and using grit to get the job done.
- **Excellence** - Committing to be brilliant together.
- **Respect** - Valuing diversity and embracing the uniqueness of everyone.
- **Integrity** - Finding the courage to do what is right.
- **Care** - Showing kindness, compassion and grace for people and place.

Location

Address: 82 Chermside Road
EAST IPSWICH QLD 4305
Telephone: +61 7 3454 4447
Email: principal@iggs.qld.edu.au
Website: <http://www.iggs.qld.edu.au>

THE ROLE	
Position Title:	Junior School Music Teacher
Incumbent:	
Department:	Head of Performing Arts (Junior)
Reports to:	Head of Junior School
Classification:	Ipswich Girls Grammar School Including Ipswich Junior Grammar School Enterprise Agreement

Your Opportunity

As the Music Teacher, you will plan and deliver the primary school curriculum in a safe, caring learning environment.

You will:

- Maintain the standard of excellence required by the School's reputation and uphold the philosophy of the School.
- Promote the interests of Ipswich Girls' Grammar School including Ipswich Junior Grammar School.
- Attend staff development and training program when directed or as approved.
- Comply with work health and safety responsibilities detailed in the safety management system.

Typical Duties/Skills

- Preparation and delivery of teaching and learning programs within the frameworks in place in the School
- Monitoring, evaluating, and reporting on student progress
- Maintaining accurate records of student attendance, progress, and assessment
- Fostering a supportive classroom climate which enhances student growth and confidence
- Attendance at parent-teacher meetings, staff and department meetings and other scheduled meetings as required
- Participation in grounds' supervision as per roster

Your Role

Key qualities of a classroom teacher

- Willingness to support the values and aims of the School
- Ability to:
 - Promote an environment of dynamic, active, and challenging learning
 - Implement current work programs in the classroom and willingness to participate in review and improvement of current programs
 - Develop effective working relationships and rapport with students and staff
 - Develop confidence and self-esteem in students and to act as a role model in presentation, action, and communication
 - Use a wide range of teaching strategies to cater for diverse student learning needs and to effectively monitor student progress
 - Work collaboratively with colleagues and to communicate effectively with students, parents, and all school personnel
 - Communicate effectively both written and orally.
 - Provide a classroom management/discipline plan ensuring safety at all times.
 - Develop a classroom/school climate that promotes positive learning conditions.
 - Work professionally with administrators, staff, parents, and community.
- Willingness to participate in:
 - Professional development activities
 - Co-curricular activities of the school
- Willingness and ability to use technology for teaching and communication
- Excellent classroom management skills
- Excellent organisational and time management skills
- Computer and technology expertise

Specific attributes

- Expertise in teaching Music Prep to Year 6
- Experience in teaching Music in Pre-Prep is desirable, but not essential
- Knowledge and skills in the areas of Australian Curriculum content in Music, assessment and reporting requirements
- Ability to:
 - Instil in students a love and appreciation of music in all its forms.
 - Design and develop music programs which incorporate theory, instrumental and singing components.
 - Plan, prepare and explicitly teach lessons using components of an effective lesson to help students develop their knowledge and skills in music to meet and exceed Australian Curriculum Achievement Standards
 - Ensure developmentally appropriate skills and activities are implemented.
 - Differentiate curriculum by employing a variety of instructional techniques and strategies aligned with instructional objectives, in order to meet the needs of all students
 - Analyse student progress and provide appropriate instruction.
 - Maintain accurate and complete records.
 - Ensure assessment requirements and guidelines are followed at all times.
 - Maintain and improve professional competence.
 - Support implementation of the Junior School Instrumental Program

Occupational Health and Safety

All staff members employed at the School will be required to:

- Demonstrate in daily activities a commitment to health and safety in the workplace by always performing tasks in the safest possible manner - safe for the individual, co-worker, and students
- Ensure at all times that you work in compliance with all laws, acts, regulations and policies outlined in all policies, manuals, and handbooks, as updated from time to time
- Report all hazards and incidents that the individual is party to, or observes, in the correct manner
- When required or directed by the School, participate in any health and safety training.

Formal Qualifications

Teaching qualifications in Primary and/or Music from a recognised tertiary institute.

Essential Requirements

Eligibility for registration with the Queensland College of Teachers.

Selection Criteria

Outlined below are the criteria that will be considered in the appointment of a Junior School teacher:

1. Demonstrated capacity and skills and/or experience teaching music in Prep to Year 6.
2. Capacity and skills and/or experience teaching dance in Prep to Year 2.
3. Capacity to plan and deliver engaging instrumental lessons in either strings or concert band immersion classes.
4. Demonstrated highly effective communication skills in both speaking and writing, and highly developed interpersonal skills in the context of a school.
5. Demonstrated ability to work collaboratively and be an effective team member.

Candidates are required to demonstrate the context in, and degree to which, they currently, or potentially, can meet these criteria.

Final Statement

The purpose of the position description is to provide an overview of the major tasks and responsibilities of the position. It is not intended to represent the entirety of the position. The incumbent may be requested to perform other work tasks, not specifically stated, that match with the skills required for the role. The Executive may modify the position description in consultation with the incumbent from time to time, depending on the operational needs and requirements of the School.

Authorisation

I hereby agree that this Position Description accurately reflects my work requirements.

Employee

Name Signature Date

**Director of
People & Culture**

Name Signature Date