



POSITION DESCRIPTION

Instrumental Music Specialist - PIANO TEACHER AND ACCOMPANIST

POSITION OBJECTIVE

To provide individual piano lessons from beginner to VCE as part of the College's co-curricular program and to provide accompaniment services for instrumental examinations, concerts, liturgies and assemblies.

KEY RESPONSIBILITIES

Leadership	<ul style="list-style-type: none"> Be responsible for the achievement of the College vision and goals Contribute to establishing and maintaining a supportive school environment Report any breaches of the College behaviour guidelines to the Dean of Music Encourage a sense of belonging for students Have a broad knowledge of the life of the College, detailed awareness of individual boys and a willingness to give of oneself rather than simply giving of one's time Manage and uphold the St Kevin's image and brand with an emphasis on punctuality, appropriate language, personal appearance and consideration towards others
Piano Teacher and Accompanist	<ul style="list-style-type: none"> Provide weekly piano lessons to individual students from primary to VCE Work within a team of pianists to provide accompaniment services for instrumental examinations, concerts, liturgies and assemblies Develop a positive relationship with all students, from all levels throughout the College which will engender a willingness to participate in our extensive music co-curricular program Maintain regular communication with parents regarding the progress of students Liaise scheduled lessons and rehearsals with students, accompanists and parents in a clear manner Be responsible for writing reports and other administrative duties as required Meet regularly with the Co-Ordinator of Piano, Organ and Theory and the Head of Instrumental Music to review students' progress and other relevant matters
Health and safety	<ul style="list-style-type: none"> Understand health and safety risks and manage accordingly Provide a safe environment for all students
Relationship management	<ul style="list-style-type: none"> Foster quality relationships with students, staff and parents Use consultative and collaborative approaches to solve problems, make decisions, develop and implement initiatives Provide prompt, accurate and professional responses to students, staff and parents
Child Safety	<ul style="list-style-type: none"> Be familiar with and comply with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety Assist in the provision of a child-safe environment for students Demonstrate duty of care to students in relation to their physical and mental wellbeing
Professional development	<ul style="list-style-type: none"> Commit to ongoing professional development in your area of work Be open to researching areas of interest relevant to directions provided in the school's strategic plan Continue development of ICT skills as technologies evolve Be an active member of a relevant professional association
General Duties	<ul style="list-style-type: none"> Abide by the St Kevin's College Ltd Code of Conduct Contribute to a healthy and safe work environment for yourself and others and comply with all safe work policies and procedures

St Kevin's College Ltd.

ABN 31 659 900 026

CRICOS 00778E | stkevins.vic.edu.au

Heyington

31 Moonga Road
Toorak 3142

9822 0911

Waterford

20 Darlington Parade
Richmond 3121

9421 4319

Glendalough

75 Lansell Road
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9827 9808

St Peter's ELC

581 Toorak Road
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- The College reserves the right to alter this position description as required to reflect emerging priorities

SELECTION CRITERIA**Commitment to Catholic Education**

- A demonstrated understanding of the ethos of a Catholic school and its mission
- A demonstrated understanding of the mission and vision of the College

Commitment to Child Safety

- A demonstrated understanding of child safety
- A demonstrated understanding of appropriate behaviours when engaging with children
- Be a suitable person to engage in child-connected work
- Must hold or be willing to acquire a Working with Children Check Card and must be willing to undergo a National Police Record Check

Education and Experience**Essential:**

- Demonstrated proficiency in piano teaching and accompaniment
- Familiar with the AMEB and VCE syllabi
- Strong interpersonal skills and the ability to work collaboratively with colleagues and students
- Demonstrated ability to foster a nurturing and collaborative musical environment
- First Aid certificate – Level 2
- Non-Government Schools Protecting Children-Mandatory reporting and other Obligations Certificate
- Current WWCC

Desirable other:

- Post graduate qualifications in piano performance
- VIT registration

Skills and Attributes

- Strong verbal communication skills, including ability to engage and build rapport with students
- Energetic, action orientated, adaptive and self-motivated
- Outgoing and positive disposition
- Ability to explain concepts clearly and methodically

Position Description: October 2024

Position Reports to: Dean of Music

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