



JOB DESCRIPTION
MUSIC TEACHER – COORDINATOR OF BANDS

Employment Conditions	Fulltime, ongoing, subject to successful completion of six month probation period In accordance with the St Mary's Anglican Girls' School Enterprise Agreement
Reports to	Director of Music
Last Revised	October 2024

Our overarching purpose is **to engage hearts and ignite curious minds**.
Our intent is to enable staff to flourish in a supportive and inspirational environment that encourages personal and professional growth.

OUR PURPOSE: To engage hearts and ignite curious minds.

OUR VALUES: • Courage • Respect • Aspiration • Compassion • Integrity

St Mary's is home to a vibrant and diverse Music Department, providing students from Kindergarten to Year 12 with extensive opportunities to engage in music both in the classroom and through a broad cocurricular program including orchestras, choirs, bands, and other ensembles.

The department comprises approximately 30 peripatetic music staff, alongside 8 fulltime staff members, across the Junior and Senior Schools. All Junior School and Year 7 students receive timetabled music classes, with elective music classes available in Years 8 to 10 and as a WACE subject.

ROLE

The Coordinator of Bands oversees both the curriculum-based and cocurricular band programs across the Junior and Senior Schools, ensuring that Kodály-based music education and performance opportunities are accessible to all students. The role involves classroom music teaching, curriculum development, mentoring peripatetic staff, ensemble direction, and creating an inclusive and engaging music environment. Additionally, the role includes mentoring a vertical house group (*Link* class). A time allowance is provided for cocurricular activities.

RESPONSIBILITIES

Teaching and Learning

- Foster a love of music and ensure all students have access to quality music education.
- In support of the School's and the Music Department's Strategic Plans, coordinate the cocurricular Band Program across Junior and Senior Schools, managing rehearsals, performances, and related activities, including directing ensembles in both Junior and Senior Schools.
- Oversee the Band stream of the Junior School Music Making Program, ensuring alignment with the Kodály-based curriculum.
- Coordinate and mentor relevant peripatetic staff to maintain consistent Kodály-aligned teaching in wind, brass, and percussion instruction.

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- Create an inclusive and supportive learning environment that encourages musical exploration and promotes student growth, utilising varied teaching strategies to address individual needs and enhance musical understanding.
- Facilitate diverse performance opportunities for wind, brass, and percussion ensembles and musicians, including band festivals, school productions, showcases, and key school events, ensuring participation from both small and large ensembles.
- Support strategic music partnerships with external music organisations and partner schools.
- Provide timely and constructive feedback to students and parents, informed by assessment data.

Pastoral Care

- Act as Link class teacher, supporting the pastoral development of students and contributing to the overall wellbeing programs of the school.
- Actively participate in pastoral care and wellbeing programs and other cocurricular activities. Some cocurricular activities will occur outside normal school hours.
- Communicate with students, colleagues and parents/guardians in a respectful, clear, caring and professional manner.

Other duties

- Participate in school functions and events including but not limited to Speech Night, Parent-Teacher evenings, and school liturgical services.
- Carry out pupil supervisory duties as required.
- Engage in professional reading and development as part of an expectation of continual professional learning.
- Participate in department meetings and whole of staff meetings. Some of these may occur outside of normal school hours.
- Abide by the Staff Code of Conduct and other school policies.
- Other duties as may be required.

The above is meant to describe the general nature and level of work being performed - it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.

EDUCATION, EXPERIENCE, SKILLS AND PERSONAL QUALITIES

Education/Qualifications

Essential

- Relevant tertiary qualifications in music education, with a focus on secondary school teaching.
- Registration with the Teacher Registration Board of Western Australia.
- Completion of Kodály teacher training.

Experience and Skills

Essential

- In-depth understanding of the Western Australian (WA) Music Curriculum, including syllabus requirements, assessment types, and specific content related to music literacy, aural skills, composition, performance, and analysis.
- Demonstrated management or coordination of bands, with significant experience in teaching, assessing, and designing programs aligned with WA's curriculum standards.
- Expertise in Kodály-based music teaching, with the ability to design and implement Kodály based instrumental programs across both Junior and Senior Schools.
- Specialisation in woodwind, brass, or percussion performance and teaching, with significant performance experience in jazz, contemporary, or classical music contexts.
- Extensive experience in directing and leading ensemble programs, including band development from beginner to advanced levels, and conducting advanced student ensembles.

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- Proficiency in utilising technology to enhance teaching outcomes.
- Strong communication and organisational skills, with a commitment to fostering inclusive learning environments.
- Willingness to facilitate, conduct, or accompany cocurricular ensembles.
- Ability to maintain a high level of resilience and emotional agility.
- With personal responsibility and through collaboration and teamwork, be able to successfully navigate and manage change.
- Be able to use your personal and problem-solving skills to manage and work collaboratively through conflict, to resolution.

Desirable

- Ability to accompany on piano.
- Advanced music performance qualifications and/or significant professional performance experience.
- Experience in the use of recording and music production equipment

Personal Qualities

Essential

- Demonstrate a philosophy of personal musical development, ensuring continuous growth as both a musician and educator.
- Dedication to professional learning, with a proactive approach to participating in training, workshops, and development opportunities to stay current with educational best practices.
- A collaborative mindset, contributing positively to a dynamic educational team and supporting the growth and development of colleagues and students alike.
- Excellent communication and interpersonal skills, with the ability to engage effectively with students, staff, and parents.
- A positive outlook, flexibility, and resilience in a dynamic educational environment.
- Willingness to contribute to and support broader cocurricular programmes.

WORKING RELATIONSHIPS

Internal

Principal
Executive staff
Director of Music
Theatre Operations Manager
Performing Arts Centre staff
Teaching staff
Administrative staff
Students

External

Parents, guardians or relatives of students
AISWA
SCSA
KMEIA

OUR COMMITMENT TO CHILD SAFETY AND CHRISTIAN VALUES

St Mary's Anglican Girls' School is a child safe environment. Our school actively promotes the safety and wellbeing of all students, and all school staff are expected to be committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations and in accordance with our Child-safe Framework. A valid Working with Children Card and National Police Clearance are required for all employees at St Mary's Anglican Girls' School.

St Mary's is an Anglican school and applicants should be able to demonstrate empathy with and support for the School's Christian values.

St Mary's is a non-smoking campus and all staff are expected to adhere to this.