



Instrumental Music Teacher – Brass

This is a part time position (approximately one days a week with scope to grow through new enrolment) beginning at the start of Term 1 and continue for a Fixed Term of 2024.

Title	Instrumental Music Teacher - Brass
Classification	Contract
Date Reviewed	October 2023

Whitefriars College, a Catholic school in the Carmelite spirit and tradition, is a faith learning community wherein all members, *'gradually learn to open themselves to life as it is, and to create in themselves a definite attitude to life as it should be' (The Catholic School, n31)*. The words of Jesus, *'I have come that you may have life and have it to the full' (John 10:10)* and *'As the Father has loved me, so I have loved you' (John 15:9)* provide the basis for all that we do.

The Whitefriars College Mission and Values Statement *'reflects the tradition of the Carmelites who actively seek to live in God's presence by walking in the way of Jesus Christ', 'aims to empower young men to live with integrity through experiences of community and prayer and a sensitivity to justice' and 'assists them to take their place in society as a valued individual, alive with the wisdom of the Gospel.'* This statement is integral to every position of leadership in the College.

Commitment to Ethos

All staff in Catholic schools have an indispensable role to play in furthering the mission of the Church. It is expected, all employed in a Catholic school:

- accept the Catholic educational philosophy of the school
- develop and maintain an adequate understanding of those aspects of Catholic teaching that touch upon their subject areas and other aspects of their work
- by their teaching ministry, other work and by personal example strive to help students and families in their faith formation to understand, accept and appreciate Catholic teaching and values
- avoid, whether by word, action or public lifestyle, influence upon students that is contrary to the teaching and values of the Church community, in whose name they act
- comply with the accreditation policy of the CECV to teach in a Catholic school.

Furthermore, it is expected of all employed at Whitefriars College that they accept and support the ethos of the Carmelite order, and activities directed at the broader aims of the College.

Whitefriars College is a Child Safe School in accordance with Ministerial Order 1359

Whitefriars College staff and volunteers are instructed about the school's child safety policies and are expected to comply with the school's obligations and understanding of a child protection culture and minimisation of the risk of child abuse. Staff and volunteers are provided with appropriate training and development opportunities, as well as ongoing supervision and management, to ensure their conduct is consistent with the school's child safety and wellbeing policies and procedures.

Role Description:

Directly responsible to the Learning Leader - Performing Arts and ultimately responsibly to the Principal, the Brass tutor should be suitably qualified, passionate and demonstrable expertise in teaching Brass to students from Years 7 to VCE across multiple instruments. The role also encompasses preparing students in undertaking internally and externally assessed music performance examinations, College performances, Masses and College celebrations.

The Brass tutor also takes on the responsibility as an Ensemble Director, and is directly responsible to the Learning Leader - Performing Arts and ultimately responsible to the Principal. The direction and management of an engaging, inclusive and high-quality performance ensemble is the aim for the person in this role.

Specific Responsibilities – Instrumental Tuition

The successful applicant will:

- Have the ability to teach Brass students from Year 7 to Year 12, with a strong knowledge of contemporary and classical pedagogic approaches covering a range of Brass instruments.
- Plan and implement sequential, differentiated lessons for each student, covering technique, repertoire and musicianship including aural and theory concepts.
- Incorporate syllabi (ANZCA, AMEB, VCE) where appropriate and support students to undertake internal/external examinations as desired.
- Have an extensive knowledge of appropriate repertoire for students in a wide range of genres.
- Develop assessment strategies and provide comprehensive feedback to students and parents, and classroom teachers.
- Liaise with the Learning Leader – Performing Arts and the Assistant Learning Leader – Performing Arts for the purposes of designing individualised curriculum programs for students where required.
- Perform duties as required at College events (including Masses/Celebrations) and Performing Arts concerts (studio concerts, soirees and showcases)
- Have a demonstrated a commitment to Catholic education and Child Safety
- Have excellent communication skills and the ability to work successfully in a team.
- Have a current WWCC and Police Check or VIT registration.

Administrative Duties

- Instrumental Staff Meetings (usually held at the beginning of each Semester)
- Initiate parent contact in areas of concern, including missed lessons.
- Completion of attendance reports for the Performing Arts Administrator (daily)

Specific Responsibilities – Ensemble Director

As an ensemble director the successful application should exhibit:

- A strong practical base of experience performing in, managing and leading ensembles.
- A broad knowledge of instrumental/performance technique relevant to the standard and nature of the ensemble.
- Ability to prepare students for performance and apply excellent teaching and learning skills
- Ability to create a positive rehearsal and performance environment.
- Work collaboratively within the structure of the program to ensure that a consistent approach to learning and skill development takes place.
- Work collaboratively within a production environment to deliver high standard performances.
- A pastoral approach to student management and discipline
- Organisation and management skills to successfully administer the ensemble and work to deadlines.

Rehearsals

- Take attendance at each rehearsal. Maintain attendance records for all rehearsals and performances during the year.
- Follow up non-attendance with students and parents in consultation with Performing Arts Administrator
- Follow up disciplinary issues with students and parents in consultation Learning Leader – Performing Arts Assistant and Learning Leader - Performing Arts

Performances

- Prepare technical requirements and send through to appropriate technical coordinator
- Manage transport and logistics of performance equipment in consultation with the Learning Leader – Performing Arts Assistant
- Follow up attendance and permission slips in consultation with the Performing Arts Administrator
- Supervise students appropriately during the designated call times for performance. Ensure that students have been collected or that supervision arrangements are in place after the performance.
- Ensure that students are adequately prepared for their performance
- Ensure that students are in position at the required time and are following stage directions appropriately

Long term

- Collaboratively plan for performances each year for the ensemble, in conjunction with the Learning Leader – Performing Arts Assistant.
- Plan repertoire that meets the intentions of the Faculties Guidelines For Repertoire Selection
- In collaboration with the Learning Leader – Performing Arts Assistant, maintain a 3 year plan that includes:
 - progression of personnel within program structure;
 - planned major performances;
 - planned budget expenses;
 - planned incursion/excursion opportunities, including tours, collaborative performances with other schools, and competitions/eisteddfods
- Maintain a rehearsal schedule (working on 32 rehearsals) for the year that outlines planned repertoire, key concept development, preparation of performance material and performance dates.
- Recruit members to the ensemble in consultation with the Learning Leader – Performing Arts Assistant and Performing Arts Administrator. This should also include providing information to parents and ensuring that signed permission letters have been collected each year.
- Ensure that an accurate and up-to-date roll list is maintained in consultation with the Performing Arts Administrator
- Maintain ensemble repertoire that is of appropriate level and difficulty for players involved, manage performance music in an appropriate performance folder and keep records of repertoire for each year.
- Provide information about a student's participation within the group to Instrumental Teachers, Performing Arts Administrator, or Learning Leader - Performing Arts as appropriate.
- Where applicable, hold and run auditions for ensemble positions.



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Application

Applicants should submit:

- A covering letter of *no more than one page* outlining why the application is being made for the position.
- A response of *no more than two pages* on your ability and experience that will enable you to undertake various aspects of the role.
- An up-to-date Curriculum Vitae
- The names and contact details of three relevant referees.

Applications should be addressed to:

Mr Mark Murphy
Principal of Whitefriars College

and emailed to employment@whitefriars.vic.edu.au no later than **4pm on Friday 1 December 2023.**

Any enquiries about the role should be directed, in the first instance, to Ms Antonella Vetrano, Executive Assistant to the Principal, on 9872 8200.