

## Junior School Music Teacher

### Role Description

The Junior School Music Teacher is responsible for creating and delivering an engaging, productive and disciplined learning environment, in which every student is equipped and encouraged to learn. They will continually reflect on, and adjust his/her teaching practice, and actively engage in professional learning. All teachers at Queenwood are expected to contribute to the pastoral care of the students and the wider life of the School.

This is a permanent part-time appointment commencing on 24 February 2025; however, the start date may be negotiable for the ideal candidate. The teacher will be required to teach the NES A Creative Arts K-6 (Early Stage 1 to Stage 3) syllabus.

A knowledge of Kodály and Orff approaches to music education is desirable.

### Reporting Relationships

The Junior School Music Teacher will report directly to the Head of Music and, ultimately, to the Principal. They will collaborate closely with the other Junior School Music Teacher, as well as with Junior School teaching and music staff. Additionally, they may be required to follow guidance from the Head of Junior School and/or the Director of Curriculum (K-6).

### Role Responsibilities

- Plan, prepare and deliver instructional activities that facilitate active learning.
- Develop scope and sequence documents and lesson plans.
- Establish and communicate clear learning intentions for all activities.
- Prepare classroom for class activities.
- Provide a variety of learning materials and resources for use in educational activities.
- Identify and select different instructional resources and methods to meet students' varying needs.
- Instruct and monitor students in the use of learning materials and equipment.
- Use relevant technology to support instruction.
- Observe and evaluate students' performance and development.
- Monitor and assess the progress of individual students, including making any necessary adjustments.
- Provide appropriate, effective and timely feedback for formative and summative tasks completed by students.
- Maintain accurate and complete records of students' progress and development
- Update all necessary records accurately and completely as required within regulatory frameworks and under School policies.
- Prepare required reports on students and activities.
- Manage student behaviour in the classroom by establishing and enforcing clear expectations and procedures.
- Maintain discipline in accordance with the School Code of Conduct.
- Participate in cocurricular activities such as social activities and sporting activities.
- Participate in department and school meetings, parent meetings.

- Communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs.
- Keep up to date with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities.
- Attend meetings, training, school functions as required and perform regular duties including but not limited to playground supervision and parent meetings. Some of these may require attendance out of hours.
- Participate in the School's outdoor education program during Camp Week.
- Contribute to departmental and School programs and activities beyond the curriculum, e.g. Pre-Kindergarten Music Class, Introductory Mornings, Orientation Days, Showcase Concerts and Exhibitions.
- Participate in the Junior School Instrumental Program which may include Choral and Instrumental Group tuition where applicable.
- Perform such other duties as the Principal may from time to time direct.

### **Key Competencies**

- A deep love of Music and the ability to foster in children a love of music.
- Participate in the cocurricular music program with concert bands, orchestras and/or choirs.
- The focus will vary according to the successful applicant's area of expertise.
- Excellent written and verbal communication skills.
- Appropriate qualifications and eligibility to teach under-NESA and School requirements.
- Thorough knowledge of effective and relevant teaching strategies based on student characteristics.
- Strong understanding of curriculum requirements and the ability to plan and deliver robust and stimulating teaching activities within well-structured programs.
- Ability and willingness to evaluate and critically reflect upon own professional practice.
- Proficiency in a range of technologies to support teaching and professional duties.
- Ability to create a positive, supportive and engaging classroom climate that meets the academic, social and emotional needs of all students.
- Commitment to educational excellence and an empathy with the ethos of Queenwood.

### **Personal Attributes**

- A lively intellect with a strong interest in the life of the mind beyond the boundaries of externally imposed curricula
- Deep commitment to the welfare of young people and the ability to relate warmly and confidently with children.
- Collegial and flexible approach with a 'can do' attitude.
- Excellent written and oral communication skills.
- High level organisational and planning skills.
- Strong work ethic.
- Initiative, maturity of judgment, resilience.
- Sense of humour.

### **Work, Health & Safety**

The School is committed to providing a healthy and safe workplace for everyone. All staff have a responsibility to take reasonable care for their own safety and that of everyone else at school or involved in school activities. As such, you must comply with reasonable Workplace Health and Safety instructions, policies and procedures, including the provision of care to students within the scope of



your role. You will also participate in school safety by completing risk assessments, addressing hazards and reporting safety incidents.

### **Statement of Commitment to Child Safety and Wellbeing**

Queenwood is dedicated to creating a safe and child-friendly environment for all children and young people in our care. We emphasise a zero-tolerance policy for child abuse and harm, prioritising the best interests of students and their safety. The School is fully committed to complying with child protection laws and regulations, and we aim to foster a child-safe culture. Every member of the school community is responsible for ensuring the wellbeing and safety of all students, with a focus on keeping students' safety paramount in all their actions and decisions.

### **Applications**

Please email applications and/or send enquiries to: [employment@queenwood.nsw.edu.au](mailto:employment@queenwood.nsw.edu.au)

Applications should include:

- Your WWC & NESA number
- Resume & cover letter addressing the criteria / position requirements
- Queenwood Teaching Staff Application Form
- Your email address
- Names and phone numbers of three confidential referees

The successful applicant must be legally permitted to work in Australia, hold a valid working with children clearance and be accredited with NESA to teach in NSW.

Closing Date for applications is **9am, Monday 3 February 2025**. Invitations to interview for this role may be extended prior to the closing date and Queenwood reserves the right to reduce the application period and/or remove the job advertisement early should a suitable applicant be found.

*Please note that Queenwood does not accept unsolicited applications from Recruitment Agencies. Should we require additional recruitment services, we will be sure to contact our preferred providers.*