



Title of Position: Head of Instrumental Music

Type of Appointment: Part Time (0.6)

Mr Adrian King will be retiring as Head of Instrumental Music after 11 years of leadership of the College's instrumental program and prior to that over 15 years as Head of Music at St James Choir School in the United Kingdom. Mr King's passion for music, professionalism and excellent musicianship has seen the instrumental program at Pacific Lutheran College go from strength to strength. Mr King has also made a very significant contribution to the culture of music on the Sunshine Coast through his leadership of various community ensembles and events.

We invite applicants to continue to lead the growth of the College's vibrant instrumental music program.

1. CONTEXT AND CONDITIONS

Established in 2001 in a picturesque setting in Caloundra on the Sunshine Coast, Pacific Lutheran College is a leading K-12 learning community that is innovative, dynamic and progressive. Firmly underpinned by the values and traditions of excellence of Lutheran Education in Australia, students have achieved outstanding success in the academic, sporting and cultural dimensions of their lives. Enrichment programs in all three areas have enabled students to explore their potential.

Pacific has established a strong academic culture, which promotes thinking, deep understandings and creativity based on the Harvard Teaching for Understanding framework.

When combined with unique experiences provided through the College's excellent outdoor education, pastoral care and personal development programs, the opportunities provided through academic, sporting and cultural learning, support an enriching whole of life education. Active involvement in local and international community service projects broaden young people's world view and sense of efficacy.

Our staff take advantage of flexibility in physical and virtual spaces to support an increasingly personalised approach to learning for our young people. Pacific has a seamless curriculum across Kindergarten to Year 12 with teams of teachers working across the four subgroups of the College. Staff are expected to learn collaboratively to contribute to a whole school approach as they lead learning in the Foundation College (Kindergarten-Year 2), Junior College (Years 3-5), Middle College (Years 6-9) and Senior College (Years 10-12).

The College has established a strong and vibrant instrumental music program. Strong partnerships exist between the leaders of Dance, Drama and Music to provide a rich performing arts culture within the College.

Salary and related conditions are as per the Teachers (Non-Government Schools) Award in conjunction with the current Lutheran Schools Enterprise Agreement.

2. ROLE DESCRIPTION

The College has a well-developed classroom and instrumental music program. The Head of Instrumental Music is expected to support the ongoing development of a high quality instrumental program that provides opportunities for students across K - 12. This includes the promotion and maintenance of a reputation for excellence in music within Pacific Lutheran College and the wider community.

The Head of Instrumental Music is directly responsible to the Head of Music and to the Principal of the College for the following:

2.1 Strengthening Lutheran Identity

As a leader within a Christian school the Head of Instrumental Music is expected to:

- 2.1.1 Support and contribute to the growth of a strong Christian faith community through personal example and professional leadership. This includes participation in chapels, staff devotions, retreats and supporting the music ministry in the College and St Mark's Lutheran congregation.
- 2.1.2 Support the Lutheran ethos of the College.

2.2 Enhancing Excellence in Teaching and Learning

As a leader, the Head of Instrumental Music is expected to work with the Head of Music and other Teaching and Learning leaders to:

- 2.2.1 Place student learning at the centre of the instrumental music program so there are creative, responsive approaches to teaching and learning together with an effective learning environment that aims to optimise student learning.
- 2.2.2 Support instrumental staff to plan and implement teaching and learning programs using contemporary knowledge and understanding of curriculum, assessment and reporting requirements, consistent with the culture and practices of the College.
- 2.2.3 Lead the pedagogical development of staff within the department and assist them to select from a flexible and effective repertoire of teaching strategies and assessment to suit the physical, social and intellectual development and characteristics of students.
- 2.2.4 Enhance the student ownership and direction of their learning, ensuring that there is student voice in the direction, review and enhancement of student learning outcomes.
- 2.2.5 Assist staff to create, select and use a wide range of resources, including ICT, to engage students in their learning.
- 2.2.6 Foster an encouraging and challenging learning environment that focuses on the development of the whole person across the College's Four Pillars of Learning.
- 2.2.7 Collaborate with colleagues across departments to create learning opportunities that allow students to engage in authentic experiences where connections between subjects are made.

2.3 Engage in Ongoing Improvement and Innovation

As a leader, the Head of Instrumental Music is expected to:

- 2.3.1 Engage in ongoing learning and development and model engagement in ongoing growth in the academic, spiritual and well-being dimensions in line with the College's goals and priorities. Engage with current research associated with the effective teaching and learning of instrumental music.
- 2.3.2 Enhance an effective culture of professional learning in the area of instrumental teaching and learning that is in alignment with the College's teaching and learning framework and goals. This would include the provision of professional development and coaching of members of the instrumental music department and the support of instrumental teacher engagement in reflection, collaborative planning, monitoring and review.
- 2.3.3 Ensure the vision and strategic plan for instrumental music has a focus on the improvement of student learning outcomes and that its goals and intentions are aligned with College goals. Model and facilitate reflection and action to improve outcomes.
- 2.3.4 Initiate and engage in professional discussions with colleagues in a range of forums to evaluate and enhance professional knowledge and practice, and improve educational outcomes for students.

2.4 Community Building

As a leader, the Head of Instrumental Music is expected to:

- 2.4.1 Collaborate and maintain positive partnerships and collaboration with Lutheran Education Queensland, QCAA, Independent Schools Queensland, students, parents, carers and the wider community. This would include links and partnerships with other community groups, learning agencies, universities and professional education and music networks.
- 2.4.2 Develop positive partnerships with students, parents and staff to foster an encouraging and challenging music culture in the College that focuses on the development of high levels of participation, skill and musicianship.
- 2.4.3 Promote and value instrumental music within the College and in the broader community, including the promotion of instrumental music through the College website, publications and through community performances.
- 2.4.4 Demonstrate responsiveness in all communications with parents/carers about their children's learning needs.
- 2.4.5 Actively promote and support the broad range of music ensemble and performing arts co-curricular offerings of the College.

2.5 Leading Effective Organisation and Management

The Head of Instrumental Music is expected to:

- 2.5.1 Model effective leadership and be committed to their own ongoing professional development.
- 2.5.2 Have an awareness of personal health and well-being for themselves and their team.
- 2.5.3 Coordinate the instrumental program. This includes the provision of support to the instrumental teachers of the College including liaising with parents and students. Specifically the role includes the supervision and development of instrumental staff, which will include providing professional development, guidance and advice, building of instrumental teacher morale and pastoral care of instrumental staff.
- 2.5.4 Actively support the co-curricular program of the College through leadership of the instrumental program and associated music groups including the organisation of the calendar. Lead various ensemble groups.
- 2.5.5 Support the College Pastor in the nurturing of music ministry within the College and in partnership with the St Mark's Lutheran congregation.
- 2.5.6 Establish a program for College and community performances including assemblies, community events and tours. Ensure there is high quality communication between the College and parents. Be available to lead groups for major community events including Grandparent's Day, Open Day, International Women's Day, Celebrating Dad's Day and Opening and Closing Services.
- 2.5.7 Ensure that consistent and comparable judgements of student learning are made. This includes the moderation of instrumental learning Prep-Year 12 and the checking of Instrumental reports.
- 2.5.8 Monitor instrumental progress of individual students, classes and groups within the instrumental music program.
- 2.5.9 Ensure that the department meets all QCAA and Lutheran Education requirements and College curriculum policies. This includes compliance with the Copyright laws as they relate to instrumental music.
- 2.5.10 Produce and implement a departmental development plan that aligns with the teaching and learning goals of the College.
- 2.5.11 Conduct an annual departmental review, providing a written report to the Director of Teaching and Learning.
- 2.5.12 Lead instrumental meetings, providing minutes to the ALE team.

- 2.5.13 Ensure instrumental department routines and procedures are established, documented and adhered to.
- 2.5.14 Establish and maintain instrumental departmental resources Prep-12, including an annual stocktake.
- 2.5.15 Prepare and oversee the Instrumental Department budget Years 6-12.
- 2.5.16 Respond to and address parental, staff and student concerns.
- 2.5.17 The role includes responsibility for the appointment and leadership of instrumental staff in consultation with the Head of Music and supervision of these staff to ensure that they meet the College's policies and procedures as appropriate. The role includes the oversight of submission of payment forms for instrumental staff.
- 2.5.18 Liaise with the Director of Staff and Head of Music to provide appropriate induction of instrumental staff and ensure that legislative requirements in terms of Child Safety and Work Place Health and Safety are met.

3. WORKPLACE HEALTH AND SAFETY

Specific duties include:

- 3.1 Setting the example for all employees to follow and implement the concepts of workplace health and safety.
- 3.2 Being familiar with legal and school requirements applicable to the health and safety of the workers for whom they are accountable, and to operate within the terms of these requirements.
- 3.3 Promoting a work health and safety program within the business aimed at achieving these targets.
- 3.4 Discussing the safety aspects of all operations with their workers to ensure that they understand that health and safety doctrines are important to themselves and the school.
- 3.5 Ensuring that health and safety doctrines are included in all worker induction and job training sessions and, in particular, that no worker is required to undertake a task without adequate safety instructions and job training being given.
- 3.6 Ensuring that all workers under their control are aware of the location of first aid facilities, fire protection facilities, evacuation procedures and other emergency procedures.
- 3.7 Ensuring that all workers are issued with the appropriate protective equipment and clothing and to monitor the suitability of that protective equipment.
- 3.8 Ensuring that all statutory obligations in respect of equipment tests and equipment security are fully complied with in their area of management.
- 3.9 Ensuring the highest possible standards of housekeeping are maintained throughout the area of their control.

4. SELECTION CRITERIA

The successful applicant will need to demonstrate or have the demonstrated capacity to develop the capabilities described below.

- SC1. The demonstrated ability to support the Christian ethos of the College, its worship and devotional program.
- SC2. Knowledge and demonstrated skills to lead the instrumental program, including an advanced level of musicianship and ability to lead ensemble groups. The ability to support and lead instrumental staff to plan and implement teaching and learning programs using contemporary knowledge and understanding of teaching and learning, assessment and reporting requirements as they pertain to instrumental music.

- SC3. A demonstrated commitment to ongoing improvement and innovation that enables and inspires excellence in instrumental music at Pacific Lutheran College.
- SC4. Demonstrated professional skills that foster effective partnerships with students, staff, parents and members of the wider community to enhance the instrumental musical experience. The Head of Instrumental Music will have highly developed communication and interpersonal capacities that enable effective leadership including the ability to collaborate with other leaders within the College to plan and implement an effective P-12 instrumental program and performing arts experience.
- SC5. Personal capacities to effectively lead staff including highly effective organisation and management skills, the ability to support staff wellbeing, effectively use change management strategies, and engage in collaborative reflection, learning and action. Demonstrated qualities of confidence, flexibility, teamwork, resilience, innovation and perseverance to grow the capacity of an effective learning community will also be expected. This will include a personal commitment to lifelong learning and growth.
- SC6. Willingness and ability to support the co-curricular program of the College in the performing arts.

5. KNOWLEDGE, QUALIFICATIONS AND APPLICATION PROCESS

The Head of Instrumental Music must possess or be eligible for registration within Queensland.

Please feel free to make contact with the Principal in relation to any queries regarding your application.

Applicants should address the selection criteria and forward their application to Dr Bronwyn Dolling, Principal, Pacific Lutheran College, PO Box 992 Caloundra 4551 by Friday August 24th or via email to admin@pacluth.qld.edu.au.