
Position Profile – Instrumental Music Tutor - String

Scope	To provide instrumental music lessons to students of NCC and be a willing participant within the Performance and Instrumental Music Department.
Qualifications	A formal qualification is essential. Staff are encouraged to advance their skills and knowledge base.
Accountability	Head of Performance and Instrumental Music Department and ultimately the Executive Principal.
Relates to	Executive Principal, Head of Performance and Instrumental Music, Instrumental Music Teachers, Heads of Schools, Head of Business Operations, Head of People and Culture, Registrar, Teachers and Administration Team
Attributes	<p>These are generally personal in nature and reflect the desired attributes of staff members working as part of the Administration Team.</p> <ul style="list-style-type: none"> • Have a personal faith and commitment to Jesus Christ • To act always in a manner consistent with the College Ethos. • To foster team-work within the office. • To prioritise and effectively manage workload • To communicate effectively with students and staff • To communicate well in both written and oral form • Demonstrate a level of commitment to maintain personal professional knowledge and skills • Maintain confidentiality
Responsibilities	<p>Provided below are the primary responsibilities for this position. From time to time other duties may be deemed necessary and these will be determined in conjunction with the person/s to whom you are accountable. Attention should be given to maintaining the priority of the duties listed below. Responsibilities described in the Position Profile will be reviewed annually.</p> <ul style="list-style-type: none"> • To understand scope of role in relation to Pastoral Care Policy and Procedures • Demonstrate discretion in relation to sensitive information regarding students, parents and/or staff. • Be well-informed in relation to responsibilities under the Privacy Act. • Be well-informed in relation to responsibilities under the Commission for Children and Young People Act 2000 and revisions 2004. • The role of an Instrumental Music Tutor at Nambour Christian College is to support the Head of Instrumental Music in delivering high quality music tuition based on performance in College bands and ensembles. • Instrumental Tutors should implement the departmental Instrumental Music Program curriculum in consultation with the Head of Instrumental Music and ensure appropriate lesson preparation, assessment and record keeping of student achievement.
Qualifications	Bachelor of Music or suitable teaching experience.

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<i>Skills</i>	Ability to teach all Levels of AMEB music examinations and to be able to teach all string instruments.
<i>Experience</i>	A minimum of two years teaching strings in a school environment is desirable.
<i>Reference Documents</i>	NCC Child Protection Policy NCC Staff Code of Conduct NCC Enterprise Agreement NCC Staff Dress Code Policy
<i>Appraisal</i>	Key Performance Indicators (KPIs) established in consultation with incumbent staff member and managers within 2 months of commencement or after review of Position Profile
<i>Review</i>	Six monthly
<i>Salary</i>	In accordance with levels set out in the NCC Enterprise Agreement
