

Music and Performing Arts Coordinator 2 Point Full Time Permanent Position, JSCHS

Selection Criteria:

- Demonstrate a sincere commitment to Catholic Education
- Demonstrated ability to work as part of a KLA team and to successfully liaise with students, staff, parents and relevant organisations regarding Music, Dance and Drama curriculum and co-curricular matters
- Demonstrated ability to promote a culture of effort, engagement and excellence through the development of a positive, supportive student environment and related structures
- Ability to work with a team of teachers to inculcate a Professional Learning Community and Growth Mindset culture
- Willingness to undertake administrative, curriculum and supervisory duties associated with the position
- Demonstrated ability to coordinate an extension co-curricular program to oversee regular maintenance of the music resources and facilities, with an ability to manage an extensive team of peripatetic staff
- Experience in coordinating a Liturgical program and ability to conduct a variety of ensembles
- Proven ability to teach a combination of the following: Music 2, Extension Music, Dance, Drama

Role Description:

MUSIC and PERFORMING ARTS COORDINATOR

The Music and Performing Arts Coordinator reports to the Principal through the Curriculum Coordinator and is a member of the KLA Coordinators' Team. The Executive supports the Music and Performing Arts Coordinator to fulfil the responsibilities and accountabilities of the role.

Basic Role Purpose

The Music and Performing Arts Coordinator is responsible for the development, implementation and evaluation of Music, Dance, Drama and works closely with the Assistant Principal, Curriculum Coordinator if applicable and musicians. The Music and Performing Arts Coordinator will be able to balance the demands made upon them by teaching, subject management and involvement in the life of the school through the coordination of ensembles and performances both within and outside the school.

Religious Leadership

- Witnessing to and promoting the life and values of Jesus Christ
- Understanding, being committed to and actively promoting the Catholic ethos of the School

- providing leadership as a role model in the charisms of St John Baptist De La Salle and Venerable Catherine McAuley and promoting the values of the School's Mission Statement
- Providing leadership in achieving the mission of the School.

Educational Leadership

- Demonstrated capacity in curriculum development and implementing syllabuses, including planning, evaluation, assessment and management of teaching and learning activities to ensure high standards of learning occur
- An understanding of the particular needs of young musicians and performers and demonstrated skills in meeting these needs in the context of the learning environment
- Ability to select and use a wide range of teaching and assessment strategies suiting the needs of a diverse range of students including the use of Information and Communication Technologies in the classroom
- In collaboration with the Assistant Principal and Curriculum Coordinator, identify, develop, offer and facilitate appropriate high quality professional development of all staff in the area of Music, Dance and Drama
- Promoting the principles of effective teaching/learning practices
- Maintain, organise and promote the school's tradition of offering a range of ensembles, encompassing both classical and contemporary music.

Enabling Leadership

- Demonstrated high level of communication and interpersonal skills when liaising with colleagues, students, parents and the wider school community
- Demonstrated ability to develop warm, caring relationships with students while maintaining a positive, focused learning environment
- Demonstrated capacity for self-management, collaborative decision-making, teamwork and the ability to accept, promote and manage change
- Commitment to continuous self-evaluation and lifelong learning by participation in professional development activities in order to keep abreast of changes in pedagogy and specific music disciplines
- Effectively arrange peripatetic music timetables for students and instruments
- Manage the Music and Performing Arts budgets and order the required consumables, equipment and books; arrange for these to be stored and maintained in good condition. Allocate them appropriately and check their use
- Seek opportunities to take Music, Dance and Drama into the wider community
- Provide guidance and support to the Bi-annual Musical Production.

Support for Music and the Performing Arts

- The school will provide an allowance of 2-period for Dance and two periods for Drama to a nominated faculty member in 2019-2021.
- Responsible to the Music and Performing Arts Coordinator
- Assists the Music and Performing Arts Coordinator with the implementation of Dance and Drama in the school
- Coordinates all related aspects of the department including programs, registers, mark-books, exams/assessments, excursions and other needs as directed by the Music and Performing Arts Coordinator
- If the faculty meets the CEDB requirements, a one-point Music and Performing Arts Assistant Coordinator maybe appointed