

## WMYC Position Description

<b>Job Title</b>	Guitar/Bass Instructor & Sound & Lighting Technician		
<b>Line Manager</b>	Campus Principal	<b>Year</b>	2018
<b>Classification</b>	Education Support 1-3	<b>Mode</b>	Fixed Term Contract (48/52)
<b>Start Date</b>	12/6/2018	<b>End Date</b>	21/12/2018
<b>Time Fraction</b>	0.4	<b>Hours</b>	15.2 hours per week
<b>Hours of Duty</b>	As per work schedule on employment contract	<b>Lunch</b>	30 minutes (paid)
<b>Job Reference</b>	1119280	<b>Website</b>	<a href="http://www.wmyc.vic.edu.au">www.wmyc.vic.edu.au</a>
<b>Position Contact</b>	Julie Taylor	<b>Apply by</b>	17/5/2018

### College Profile

Wodonga Middle Years College is a supportive teaching and learning environment where student needs and backgrounds are reflected in the learning and design of the school. The clear strategic intention is to maximize opportunities for all students by developing their talents and challenging them to have high aspirations so they achieve their potential and become logical, self aware, collaborative and inquisitive. Importantly, Wodonga Middle Years College seeks to develop skills and competencies so students are well prepared for future study in the next stage of their education.

Wodonga Middle Years College caters for 850 students in Years 7 to 9 on three campuses.

The development of one Middle Years College with two campuses is providing the flexibility associated with larger schools while still maintaining opportunities for the development of strong relationships and knowledge of student needs that is enhanced in smaller schools. The College also provides unique opportunities for teachers to develop extensive teaching expertise in this important stage of schooling - the middle years.

The College has created opportunities for teachers who wish to accept the exciting challenge of teaching in a uniquely authentic middle school program. The College has high expectations of its students and the staff understand the importance of engaging their learners.

Our Mission - To be a student focused learning community from which our graduates will:

- Be confident, capable and self-motivated.
- Be comfortable living in a world of diverse people, cultures, and beliefs.
- Be able to establish and maintain effective relationships.
- Be tolerant and act with empathy.
- Be respectful of self and others.
- Make meaningful contributions to society – the local and global community.
- Demonstrates intellectual tenacity and persistence in problem solving
- Be skilled analytic, critical, aesthetic and creative thinkers as the situation demands.
- Respond positively and appropriately to change and challenges.
- Set high expectations for themselves and act to meet those expectations.
- Flourish in a digital world and be a skilled user of evolving technologies.
- Be aware of post school options and successfully access them.

In the Middle Years College:

- \* Teachers specialise in meeting needs and improving outcomes for middle years students.
- \* Teachers generally work in a house across year levels.
- \* There are improved leadership options for Year 9 students.

\* The Middle Years campuses have the scope to develop a variety of programs emphasising:

- Victorian Curriculum
- AVID (Advancement Via Individual Determination)
- Literacy Intervention
- AAP (Academic Advancement Program)
- Sporting Excellence
- Civics and Citizenship

\* There is a concentrated focus on transition with stronger links and co-operation with neighbourhood feeder primary schools and the Wodonga Senior Secondary College.

\* Common report writing, timetabling, roll marking and student management software is used at each campus.

\* There are expanded curriculum offerings for middle years including:

- Strong academic studies in all areas of the Victorian Curriculum including classroom and instrumental music.
- The two campuses offer languages - Indonesian, Japanese
- Strong intensive literacy learning programs run at each Campus in Year 7, Year 8 and Year 9.

\* Middle Years programs are not restricted by timetable constraints of senior campus requirements.

\* Authentic purpose - student outcomes will include the completion or production of tasks relevant to the young people demonstrated through presentations, performance, creation and event management.

\* Celebrate and share the opportunities that exist with the work of the Flying Fruit Fly Circus School.

\* There are strong partnerships with the wider community including tertiary institutions, community agencies, and businesses.

Wodonga Middle Years College has three campuses: Felltimber, Huon and the Flying Fruit Fly Circus School

## **Role**

This position is responsible for delivery of instrumental music tuition to small groups or individual students involved in the Instrumental Music program according to student numbers and curriculum required by the College in collaboration with the Instrumental Music Co-ordinator.

This position also involves the successful candidate to provide regular maintenance and servicing of College instruments, amplification and PA equipment.

Other fair and reasonable administration duties will be required of the successful candidate. This will be at the discretion of the College Principal.

## **Responsibilities**

The role of the Guitar/Bass Instructor & Sound & Lighting Technician may include but is not limited to:

- To tutor and support small groups or individual students involved in the Instrumental Music program according to curriculum required by the College, working in a team environment.
- To provide regular maintenance and service on all College drum and percussion instruments and sound and lighting equipment.
- Maintain accurate student attendance rolls in collaboration with the Instrumental Music Co-

ordinator.

- Attendance at concerts and parent/teacher nights, outside school hours as required.
- Undergo Annual Reviews.
- Regularly attend appropriate professional development activities.
- Attend staff and faculty meetings and remain informed of DET initiatives.
- Direct and conduct ensembles, in conjunction with Instrumental Music Co-ordinators.
- Prepare timetables in consultation with College Instrumental Music Co-ordinators.
- Arrange or adapt music (within copyright laws) to facilitate greater student participation.
- Provide instruction for students to prepare for external assessments and performances in collaboration with Instrumental Music Co-ordinators.
- Encourage students to participate in music events outside the College.
- Organise day swaps between schools as necessary to attend performances, Professional Development or other school-related activities.
- Hold a current Working With Children Check.
- Other fair and reasonable administration duties as directed by the College Principal.

The above responsibilities set out the major duties and tasks associated within the stated job description. Other duties of a similar nature and/or level undertaken within the school are not excluded, simply because they are not itemised.

These duties could vary from time to time resulting from new legislation, changes to technology or policy and procedure, and in the context of any changes, appropriate training may be given, if required, to undertake the new/varied role.

### **Selection Criteria**

Your application for this position should specifically address each of the selection criteria below. Short listing and selection will be based upon responses to these selection criteria and key responsibility areas.

SC1. Demonstrated experience and skills working in an Instrumental Music Program, including the ability to design and implement appropriate individual and/or group programs for students, under the guidance of the Instrumental Music Co-ordinator.

SC 2. Demonstrated high level of competence and experience as an instrumental music instructor and possess a sound knowledge of a variety of different styles of music relevant to your instrument.

SC 3. Possess the technical knowledge and expertise relevant to the position, including the production and management of performance events, including proficiency in tutoring and playing the electronic, acoustic and bass guitar with individual students or small groups.

SC 4. Demonstrated commitment and capacity to actively contribute to a broad range of school activities and a capacity to reflect on, evaluate and improve professional knowledge and practice.

SC 5. Demonstrated ability to collaborate and work together with the Instrumental Music Co-ordinator to assist with the development of the College Music Program to implement strategies to achieve targets related to improved student learning outcomes.

SC 6. Demonstrated high level interpersonal skills and an exemplary professional approach when dealing with students, parents and teachers and an ability to work co-operatively as part of a team.

SC 7. Demonstrated ability to set up lighting and sound for College productions and

performances.

### **Who May Apply**

Individuals with the aptitude, experience and/or qualifications to fulfill the specific requirements of the position.

### **EEO & OHS Commitment**

The Department values diversity and is committed to workforce diversity and equal opportunity in schools and all education workplaces. The Department recognises that the provision of family friendly, supportive, safe and harassment free workplaces is essential to high performance and promotes flexible work, diversity and safety across all schools and Department workplaces.

### **Child Safe Standards**

Victorian government schools are child safe environments. Our schools actively promote the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations including child safe standards. All schools have a Child Safety Code of Conduct consistent with the Department's exemplar available at <http://www.education.vic.gov.au/about/programs/health/protect/Pages/childsafestandards.aspx>

### **Other Information**

All staff employed by the Department and schools have access to a broad range of employment conditions and working arrangements.

A fulltime Education Support employee (48/52) is entitled to 152 hours (20 days) annual leave and 228 hours (30 days) additional paid leave in respect of each calendar year. Part time employees receive annual leave entitlements on a pro rata basis, calculated according to the time fraction worked each calendar year.

Education Support employees are expected to use annual leave entitlements during school vacation periods, unless otherwise approved. Public Holidays that fall during a period of additional paid leave are not regarded as part of that leave. As per terms of the VGSA 2017, annual leave is accrued over a full school year. If you are employed for a full school year then you are entitled to be paid for the full school holiday periods, or pro rata for less than a school year, also taking into account your time fraction and any periods of unpaid leave.

- Appointment of successful applicants will be made subject to a satisfactory pre-employment conditions check.

- A probationary period may apply during the first year of employment and induction and support programs provided.

- Detailed information on all terms and conditions of employment is available on the Department's Human Resources website at <http://www.education.vic.gov.au/hrweb/Pages/default.aspx>

#### **APPLICATION PROCEDURES:**

WMYC does not bind itself to make any appointment whatsoever from applications received.

Applications must include the following:

- \* a covering letter;
- \* brief statements addressing each of the selection criteria;
- \* your resume/CV detailing employment history;

\* names and contact numbers of two professional referees (include current employer/supervisor) who can provide comment on the selection criteria

The time fraction may be negotiable, depending on the level of funding at the time of appointment.

Applications can be lodged on the DET Recruitment Online Website (<http://www.education.vic.gov.au>) and follow the link to Job Vacancy/Recruitment Online OR Three copies of your application could be forwarded directly to:

The Principal,

Wodonga Middle Years College  
PO Box 1263,  
Wodonga 3689