
Role Description

May 2022

Choral Director

Purpose & Outline of Role

The Choral Director will assist the Head of Music in the development and implementation of best practice choral and vocal music in both the K-12 classroom curriculum and the school's co-curricular music program. They will be responsible for creating an engaging, productive and disciplined learning environment in which every student is equipped and encouraged to actively participate in music making. The Choral Director will continually reflect on and adjust their teaching practice and actively engage in professional learning. All teachers at Queenwood are expected to contribute to the pastoral care programs and the wider life of the School.

Employment Basis

This is a permanent part-time (0.6FTE) appointment, commencing Term 3, 2022.

A knowledge of Orff and Kodaly pedagogies is desirable.

The ability to teach the NESMA Music Curriculum is an advantage.

Reporting Relationships

The Choral Director will report ultimately to the Principal and directly to the Head of Music.

Role Responsibilities

- Assist the Head of Music in the development, implementation and delivery of a sequential K-12 co-curricular choral and vocal program
- Assist in linking the learning experiences of the various choral and vocal groups within the school, both curricular and co-curricular, to the appropriate stage and year of the academic curriculum, scope and sequence and music program
- Lead a team of music ensemble directors/conductors, music teachers and music tutors in the implementation and delivery of the K-12 choral and vocal program
- Develop schemes of work and lesson plans
- Identify and select different instructional resources and methods to meet students' varying needs
- Direct and coordinate choirs and vocal ensembles as required
- Assist in the coordination of music ensemble performances, including annual Music Showcase Concerts, Carol Service, Speech Night, Studio Concerts and other school-wide events (such as, Foundation Day, Senior Service and School's Birthday)
- Deliver vocal tuition to individual students
- Instruct and develop correct technique, posture, musical knowledge and skills in students
- Maintain discipline in accordance with the rules and disciplinary systems of the school

- Participate in department meetings, school meetings and 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 such as playground duty, invigilation etc. Some of these may require attendance out of hours.
- Engage in an annual review and development process in alignment with the Australian Professional Teaching Standards in the spirit of ongoing professional learning
- Contribute to departmental and school programs and activities beyond the curriculum
- 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 young people a love of music
- Excellent written and verbal communication skills
- Appropriate qualifications and eligibility to teach under the requirements of NSW law and School policy
- 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 and ideals of Queenwood

Personal Attributes

- An understanding of the crucial role that music plays in the development of children
- A desire to promote a choral and vocal music program as part of an effective and engaging music education
- Deep commitment to the welfare of young people and the ability to relate warmly and confidently with students
- Collegial and flexible approach with a 'can do' attitude
- High level organisational and planning skills
- Strong work ethic



Closing Date for applications is 5pm, Wednesday 01 June 2022.

PLEASE NOT THAT QUEENWOOD ACCEPTS ELECTRONIC APPLICATIONS ONLY.

Applications should include:

- Your WWCC number as per new regulations as at 15th June 2013
- Resume & cover letter addressing the criteria / position requirements
- Queenwood Teaching Staff Application Form
- Your email address
- Names and phone numbers of three confidential referees

Please email applications to: employment@queenwood.nsw.edu.au