



MANDURAH CATHOLIC COLLEGE

MUSIC TUTOR VOCALS

Casual

An exciting opportunity exists for passionate, highly skilled and suitably qualified musicians who have the ability to instruct and tutor Vocals to join the College's Arts department as part of the Instrumental Program.

Reporting to the Director of The Arts, Vocal Music Tutors will be responsible for undertaking high standard essential tutoring functions to prepare students for success for music examinations and performances. This includes, but is not limited to, planning, programming, tuition delivery, assessment and reporting. In addition, Music Tutors are required to assist and participate in College performances, such as concerts, recitals, music camps, liturgical services, assemblies and productions.

The advertised positions will suit individuals who possess formal Music qualifications, have a track record of developing high performing young musicians/bands, the skills and confidence to manage student behaviour and have a demonstrated ability to both inspire young people to find their passion in music and motivate students at differing levels of ability. The successful applicants must also have a willingness to work outside of regular school hours for performances, when required.

Applicants for the Vocal Tutor position must have the demonstrated ability to run a school choir.

The successful applicant will be enthusiastic, passionate and a committed member of our College Community and be prepared to contribute to all aspects of College life. It is an expectation that all staff support the vision and goals of the College as a learning community.

Mandurah Catholic College is committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. The successful applicant will be required to obtain a National Criminal History Check from the Department of Education and maintain a valid Working with Children Check (WWCC) during their employment as well as proof of Covid-19 Vaccination Double Dose or Booster.

Mandurah Catholic College is a K-12 Catholic school with approximately 1700 students. The College is located on a picturesque 12-hectare bushland site, situated two kilometers from the heart of Mandurah.

The College is a learning community seeking truth by living out the Gospel values through the Catholic faith and by promoting the holistic and optimal development of each person. Family is at the heart of Mandurah Catholic College. With Patron Saints the Holy Family, we look to their example in providing our students and families with

support, guidance, commitment and care.

Our broad educational focus produces compassionate, caring and well-rounded citizens, who are well equipped to thrive in life beyond school. With a strong academic foundation provided, along with support through the senior years, MCC achieves consistently high median ATAR scores. With strong results across a broad range of subjects, students are equipped with the skills necessary to succeed in higher education. The College offers courses in niche areas, including The Arts, Media, Physical Education and Design and Technology, with instruction from experienced and passionate teachers. Students also have access to a broad range of Sporting, academic, cultural and ministry opportunities, which enriches their learning experience.

Mandurah offers a unique opportunity to live in a coastal city, away from the busy lifestyle of the inner suburbs. The City is set against the backdrop of magnificent beaches and an estuary twice the size of the Sydney Harbour. Mandurah is less than an hour south of Perth by car or train, and offers a family friendly, coastal lifestyle. With canals, winding rivers, breathtaking lakes and calm inland waterways, you can enjoy many activities on or around the water outside of work.

The College offers excellent support to staff to enable them to develop their professional journey through the College Professional Growth Program. All staff are required to be involved in the pastoral care of our students and need to be able to demonstrate a commitment to the ideals and ethos of Catholic Education, as well as be willing to participate in the extra-curricular programs.

To apply now or gain further information on this position vacancy, please visit the College's employment page: <https://www.mcc.wa.edu.au/employment>

Applications should be addressed to The Principal and **will only be considered if submitted via the [online form](#)**. (Applications received via SEEK will not be accepted).

Please include a cover letter and current resume which includes the names and telephone numbers of three referees.

Mandurah Catholic College reserves the right to appoint this position prior to the closing date for applications or by invitation.

Only compliant applications will be considered.

Applications close: **4pm, 17 May 2024**



MANDURAH CATHOLIC COLLEGE

UNDER THE PATRONAGE OF THE HOLY FAMILY

MUSIC TUTOR

SECTION: Administration
RESPONSIBLE TO: Principal / Business Manager / Director of The Arts

COLLEGE MISSION

"Our College is a learning community seeking truth by living out the Gospel values through the Catholic faith and by promoting the holistic and optimal development of each person".

COLLEGE VISION

GROW *Seek Truth in our Personal Development and Wellbeing*
ACHIEVE *Seek Truth in our Learning*
CONTRIBUTE *Seek Truth in our Relationships*
SUSTAIN *Seek Truth in our Stewardship of Resources*

CATHOLIC IDENTITY

All staff are required to be supportive of the Catholic ethos of the College. This includes the following traits:

Understanding of, and Commitment to, Mandurah Catholic College's Values

A commitment to our values of Peace & Hope, Learning, Faith and Love.

An Openness to Spirituality and Catholic Principles

As a staff member in a Catholic school, you are more than an employee. You minister in the name of the Church and follow Gospel teachings in part by showing a pastoral concern for each individual student and in the way you treat all members of the community. You are not required to be Catholic, yet you will need to be supportive of Catholic teachings.

1. PURPOSE OF THE POSITION:

As a Catholic community committed to empowering every learner to serve and enrich our changing world, all roles within Mandurah Catholic College are designed to support this mission. We do this through the quality of our teaching and leadership in education, and through the professional manner with which non-teaching staff support our strategic initiatives.

The Music Peripatetic assists in implementing the College philosophy and modeling and supporting the goals of the College Mission and Strategic Plan. It is an expectation that they will support the vision and goals of the College as a learning community and to participate in ongoing professional development and learning.

Music Peripatetics are required to make a valuable and vibrant contribution to The Arts Department through the provision of music tuition to students as part of the College's extended music curriculum and co-curricular program. Tuition delivery may be on individual, small group, ensemble or classroom basis.

2. CORE RESPONSIBILITIES:

- Promote and maintain the College image in accordance with the Mission Statement and College Strategic Plan and goals.
- Act as an example of the College's values to students and reinforce those values with students.
- Actively participate in College staff induction, staff and departmental meetings and access necessary professional learning workshops.
- Provide students with an example of Christian living and thinking through your words and actions.
- All staff to pay attention and abide to the College's Dress Standards Policy.
- All College and CEWA Policies are to be adhered to.

3. POSITION REQUIREMENTS:

Essential

- Undertake to a high standard essential tutoring functions including planning, programming, tuition delivery, assessment and reporting.
- Prepare students for music examinations and performances (eg, ATAR, AMEB).
- Assist and participate in concerts, recitals, music camps, liturgical services, productions and assemblies.
- Attend Department meetings as required.
- Maintain a technical knowledge at the forefront of their field of music education.
- Have highly developed organisational and interpersonal skills.
- Possess ability to be a proactive and collaborative member of a team.
- Demonstrated ability to build meaningful relationships and engage in one-to-one pastoral conversations with children, young people and adults.
- Demonstrated capacity to work within an educational environment.
- Current Working with Children Check.
- Department of Education Police Screening Check.
- Uncompromising confidentiality.

Standard

- Ensure students, parents and the wider College community are provided with a quality and appropriate service in a timely, effective and friendly manner.
- Ensure the collection, use and storage of personal information is in accordance with the College's Privacy Policy.
- Undertake and apply OS&H requirements in the workplace.
- Ensure that all documentation and communications are prepared and presented in a professional manner and in a way that reflects the College's culture and values.
- Strive to meet deadlines.
- Serve as a good ambassador of the College.

4. CHILD SAFE FRAMEWORK:

Mandurah Catholic College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment and adhere to, and comply with, the CECWA Child Safe Framework at all times.

5. CODE OF CONDUCT:

All staff at Mandurah Catholic College must adhere to the College Code of Conduct at all times (please see Staff Code of Conduct).

6. OCCUPATIONAL SAFETY AND HEALTH:

It is every employees responsibility to:

- Promote a safe and healthy working environment that complies with OSH requirements.
- Take a shared responsibility to ensure the safety and well-being of self and others.
- Utilise all protective equipment provided and as instructed.
- Work in a safe manner while exercising due care and caution.

7. GENERAL COMMENTS:

No job description can adequately describe all the tasks that might form part of a colleague's duties. However, it is important that the essence of the job be described, for this can help colleagues to understand their role, and it can also help with providing each staff member with feedback regarding their performance.

Staff need to act in accordance with the concept of professional loyalty by ensuring fair and reasonable directives are followed.

It should be remembered that jobs tend to evolve and change over time. Therefore, this role description will need to be reviewed and updated from time to time and 'Other Duties' as required by the Principal or Delegate, is expected.