



## ROLE DESCRIPTION

### PIPES AND DRUMS – SENIOR DRUM TUTOR (3-12)

#### PERMANENT FULL-TIME

#### 1. ROLE PURPOSE

Inspired by the highest ideals of collaboration, co-operation, integrity and teamwork, the Senior Drum Tutor (3-12) is an integral member of the Knox Grammar School Pipes and Drums team. This role comprises leadership of the Pipes & Drums drum program including tutoring students and preparing for events, competitions and ceremonial occasions.

#### 2. ROLE RELATIONSHIPS

The Senior Drum Tutor (3-12) is directly responsible to the Head of Pipes and Drums. As with all School employees, the Senior Drum Tutor (3-12) is ultimately responsible to the Headmaster.

The Senior Drum Tutor (3-12) is also required to supervise other Pipes and Drums drum tutors engaged by the School.

#### 3. ROLE RESPONSIBILITIES

Specific responsibilities of the Senior Drum Tutor (3-12) include:

- Tutor groups of students, or individual students, as assigned by Pipes and Drums Management
- Provide relief tutoring for tenor/bass section
- Coach the Drum corps at Band practices and contests
- Coach and prepare Drum students for their Higher School Certificate examination, if required
- Report on students' progress to Pipes and Drums Management and to parents under the direction of Pipes and Drums Management
- Assist with student management for band engagements, competitions and ceremonial occasions as required by Pipes and Drums Management

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- Assist with student management during tours, trips and excursions in line with the School's policies
  - Maintain and repair Pipes and Drums drums and harnesses
  - Supervise other Pipes and Drums drum tutors to ensure learning is in line with the School's guidelines
  - Write Snare, Tenor and Bass Drum scores to all Pipes and Drums music under the direction of the Head of Pipes and Drums
  - Manage existing drum scores and learning resources on the Pipes and Drums' internal webpage
  - Maintain and update the structured learning drumming curriculum
  - Model exemplary behavior reflective of the values and ethos of the School
  - Present a professional, dedicated and inclusive attitude and demeanor at all times
  - Develop an effective working relationship and rapport with students
  - Utilise a tutoring/coaching style that promotes student inquiry and active engagement in the learning process.

#### 4. SKILLS & QUALIFICATIONS

- Experience as a high level Pipe Band snare drummer
  - Experience in writing Pipe Band drum scores
  - Demonstrated ability to teach snare drumming, either in a drum corps environment or to individual students
  - A strong focus on achieving positive learning experiences and outcomes for students, encouraging them to take opportunities to learn independently
  - Demonstrated ability to care for students in a sensitive and professional manner
  - Ability to articulate and generate enthusiasm for learning
  - Capacity to operate as a collaborative and team-oriented person in a professional work environment
  - Ability to work unsupervised
  - Experience of working in an education environment is desirable
  - Accuracy and attention to detail
  - Flexible approach to work is essential
  - Excellent communication skills and ability to communicate with students, fellow staff and parents in a respectful, clear and professional manner
  - Good organisation and time management skills
  - Have a good knowledge of policy and procedures regarding child protection and emergency evacuation
  - Holds a current Working With Children Check number
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## 5. WORK HEALTH & SAFETY

The Senior Drum Tutor (3-12) will actively support and contribute to the maintenance and development of a safe working environment by:

- reporting incidents or accidents to the appropriate staff as soon as possible
- working within the WHS management systems that have been adopted by the School

## 6. APPRAISAL AND REVIEW CONDITIONS

As with all members of staff, the Senior Drum Tutor (3-12) will be expected to participate in a regular appraisal program as an integral part of their professional development. The appraisal program shall set strategic objectives and performance measures consistent with the responsibilities of the position.

## 7. TERMS OF EMPLOYMENT & REMUNERATION

The Senior Drum Tutor (3-12) is to be employed on a permanent full-time basis. Additional hours worked over and above the normal working week are to be taken as time-in-lieu during the School's holiday period under the direction of the Head of Pipes and Drums. Where the Senior Drum Tutor (3-12) is required to participate in a Pipes and Drums tour, no additional remuneration will be paid except that days in lieu may be taken in proportion to the number of weekend days during the tour.

Remuneration for the position will be commensurate with qualifications, skills and experience and in accordance with the terms and conditions of the *Independent Schools NSW (Support and Operational Staff) Multi-Enterprise Agreement 2017*. Superannuation Guarantee at the current legislative rate will be paid by the School in addition to salary.

*Please note:*

*All staff are subject to mandatory screening procedures in line with Child Protection Legislation*