

**Victorian College of the Arts Secondary School (VCASS)
Leading Teacher / Educational Leadership - Head of Music**

Employment details

Job opening reference - 1437971
Employment status - Ongoing
Leading Teacher tenure - 3 years
Commencement - Term 1, 2025

Position Overview

Leading Teachers are expected to undertake a broad leadership role in the school and participate in the many activities that the school undertakes both externally and internally. The person who undertakes this role in our school should be passionate about the arts and prepared to work outside of a typical school workplace ethos.

Leading Teachers at VCASS will be required to act as the senior officer when necessary and represent the school at key events or act as delegate to the Principal. A key element of the role will be working closely with and supporting the Principal and Assistant Principals. It is expected that Leading Teachers will attend a range of evening activities, concerts, exhibitions and performances to support staff and students, and be excited about this.

The Leading Teacher position of Head of Music reports to the position of Assistant Principal. They are responsible for the management, development and coordination of the Music program in conjunction with the Principal. The Head of Music will have a specific responsibility for the implementation of the Melbourne Recital Centre Concert. They will also have a key role in facilitating the work and learning of team(s) in aligning teaching and learning initiatives as outlined in the school's Annual Implementation Plan (AIP) and School Strategic Plan (SSP).

Role

Responsibility for overall guidance and vision of the Music Program within the context of the VCASS Vision, Mission and Guiding Principles Policy

Responsibilities

Teaching

- Lead Curriculum Development in all areas of the VCASS Music Program, providing diverse and innovative opportunities for students that foster academic excellence and holistic development of students
- Provide educational leadership and model best practice teaching - set and aspire to achieve standards of excellence in student outcomes and teacher practice
- Lead a diverse and quality-focussed Music performance program

- Staffing of the Instrumental Teaching and Ensemble tutoring program
- Support team members in the Performance & Development Plan (PDP) process and assist them to align PDP goals with the school AIP and SSP
- Member of the School Improvement Team (SIT)
- Oversee the Masterclasses program
- Liaise with the Head of Student Services, Assistant Head of Student Services and Head of Wellbeing, in matters related to student wellbeing
- Liaise with the Health & Rehabilitation Coordinator
- Collaborate with school leaders to develop innovative transdisciplinary learning experiences

Curriculum Administration

- Maintain knowledge of national and international developments in the design and delivery of Music curriculum
- Oversee the annual Music Awards
- Oversee the audition process and Music entry to the school as outlined in the Enrolment Policy
- Artistic overview of the extensive VCASS Concert Program including the annual Melbourne Recital Centre Concert, the May Ensembles Concert, the key Jazz performances as well as the Chamber Ensemble and Solo Competition concerts
- Overview of the Extensive Large Ensemble Program
- Overview of the Outreach Program
- Overview of Performance Classes and student Solo Performance Concerts
- Overview of student Chamber Performance concerts

Performances

- Concert management
- Artistic direction of all performances
- Adherence to audition protocol ensuring fair and equitable processes
- Oversee the selection of repertoire
- Responsibility for the appropriate allocation of parts
- Ensure that provision is made for instrument specific requirements such as bowings and doubling
- Oversight of instrumentation and the hiring of guest musicians

Budget & Resource Management

- Oversee the allocation, use, and care of specialist facilities, equipment and resources
- Oversee and manage the Music budget
- In collaboration with the Assistant Principal, oversee rehearsal and staffing plans
- Prepare the Music Faculty Budget

- Maintaining the equipment and facilities of VCASS Music

Key Selection Criteria

SC1 Demonstrated expert knowledge of the relevant curriculum and ability to lead and manage the implementation of department priorities and the integration of key learning areas across the curriculum.

SC2 Demonstrated ability to lead the planning and implementation of high impact teaching strategies that respond to student learning needs. Demonstrated ability to support teachers to evaluate the impact of learning and teaching programs on student learning growth.

SC3 Demonstrated exemplary ability to monitor and assess student learning at a class, cohort or whole-school level and use this data to lead improvement initiatives. Demonstrated ability to support others in using data to inform teaching practice and to provide feedback on student learning growth and achievement to students and parents.

SC4 Demonstrated exemplary interpersonal and leadership skills. Demonstrated ability to lead collaborative relationships with students, colleagues, parents and the broader school community focused on student learning, agency, wellbeing and engagement.

SC5 Demonstrated ability to model behaviours and attitudes consistent with Department values and support colleagues to adopt these behaviours and attitudes. Demonstrated ability to reflect upon their own, others and whole-school practice and contribute to the provision of whole-school professional learning.

SC6 - School-based selection criteria: Demonstrated commitment to ongoing professional development and an understanding of developments in the design and delivery of Music curriculum and education.

SC7 - School-based selection criteria: Demonstrated ability to develop and implement strategic plans for a music program that align with a vision and stated goals.

SC8 - School-based selection criteria: Demonstrated experience in a music leadership role within a school or music department, including budgets, resources and leading a cohesive team, including mentoring staff.

SC9 - School Based selection criteria- Specialist Arts Setting - Demonstrated experience and understanding to lead and manage complex operations within a high performing specialised arts environment.