



Role Description – Samford Valley Steiner School

POSITION DETAILS	Position Title	Primary Strings Coordinator and Instrumental Music Teacher, Samford Valley Steiner School
	Area	Classes 3 - 7
	Position Reports to	Primary School Director
	Role Location	Brisbane (Samford)
	Key Role Relationships	Primary School Director School Director Economic Development Manager Instrumental Music Casual Contractors Teaching staff All Staff, whole school community (staff, parents, students, interested and active parties)

ROLE CONTEXT	<p>The Samford Valley Steiner School (SVSS) was established in 1987 and has experienced considerable growth over the past few years, with a High School operating since 2006. In recent years demand for enrolment in the lower end of the school has increased and the school has commenced double streaming which will be up to double class 5 in 2022.</p> <p>The School operates from a well-established and strong base in Anthroposophy which permeates all aspects of school functioning. The College of Teachers (CoT) holds a central role within the School, developing the pedagogical direction and vision from a deep understanding of Steiner’s indications and child development perspective. Primary School Class Teachers creatively translate this vision and direction into observable and practical actions in a way which engages and develops students. Working collaboratively with and under the direction of the Music Co-ordinator, Music Teachers, and Class Teachers, the Strings Teacher supports the delivery of an instrumental program based on the school’s music program vision.</p> <p>Music Program Vision Through an integrated and holistic music program we seek to create and encourage a school culture in which joyous, enlivened musical activity is embedded into the daily experience of every student and teacher across the whole school.</p> <p>To achieve this we will:</p> <ul style="list-style-type: none"> •Prioritise the development of musical skills amongst all staff •Provide a classroom music and instrumental program that is informed by our core principles and Steiner’s picture of child development; connected to and reflective of the core classroom curriculum content, and seasonal festivals •Provide a dynamic instrumental and choral program that provides a solid musical foundation which balances the social nature of music making with development of the art form of music.
ROLE PURPOSE	<p>Guided and directed by the Primary School Director, Class Teachers and working with the philosophy and principles of Steiner Education, the Primary Strings Coordinator implements and manages a string programme and string instrumental staff that supports the School curriculum, philosophy and music program vision.</p> <p>The Primary Strings Coordinator will have a strong commitment to and understanding of duty of care, participate actively in the life of the School community and the development of the whole-school music program and be committed to ongoing individual and collaborative professional development. They will be committed to working with teachers, educational administrators, parents and students to deliver an organised instrumental programme with weekly lessons and ensembles for all students in classes 3 to 7.</p>

Safety and Compliance

Safety is a priority for all SVSS staff. All staff employed in any capacity by SVSS are expected to understand and effectively apply safety policies and practices as relevant to their role.

Duty of Care

The Primary String Coordinator will promote the good physical and mental health and safety of students at the School through maintaining a thorough understanding of School policies and procedures (including the Social Health and Wellbeing Policy), as well as knowledge of and compliance with emergency and accident procedures, undertaking all actions necessary and holding a conscious awareness of real and potential safety concerns.

String Coordinating Duties (5 hrs per week allocated for coordination duties)

- Assist instrumental teachers in organising timetables for the string program in the primary school, involving the co-ordination of cellos, violins and violas in classes 3, 4, 5, 6 & 7.
- Discuss and work with timetabling issues with classroom teachers.
- Communicate information to parents and school staff in a timely manner.
- Liaise with instrumental music contractors and music staff, including term meetings and pay issues.
- Contribute articles/event information to the school newsletter and Facebook page.
- Assist with arranging other school performances, events, incursions and excursions
- Oversee repertoire purchases and maintaining current library
- Work with the Resources Officer to maintain the school strings shop, including sale of strings and rosins.
- Assist with a team to organise the biannual combined Steiner Schools primary music camp
- Welcome new students into the instrumental music programme and match them with an instrument and teacher
- Manage the instrumental music budget and requisitions
- Maintain and manage the school instruments including any repairs
- Attend weekly staff meetings and any required festival meetings
- Present a Strings Information evening
- Assisting and training instrumental music staff in writing reports in the school system

Instrumental Teaching Duties

- String instrumental teaching for children in classes 3-7 (violin, viola or cello).
- Timetabling and implementation of the program.
- Encouraged to create a program that supports the school's Music Program Vision and can draw from a range of methods and techniques to achieve this aim.
- A focus on the social aspect of music making, the early establishment of good technique.
- Singing should be integrated into the instrumental lessons and emphasis should be placed on the development of the children's aural capacities.

Conducting and Ensemble Direction

All students in classes 3 to 7 form a string ensemble with their class. In class 3 all students begin on the violin and the ensemble is run on an aurally based programme. In class 4, students form a more traditional string ensemble including the addition of viola and cello students. Instrumental music teachers will lead and direct the class ensembles showing a good knowledge of beginner string pedagogy. They will demonstrate a variety of rehearsal techniques to help engage the students in learning to read and play music as an ensemble. It is helpful for the instrumental teacher to have a good understanding of the basic techniques and fingerings needed for all string instruments. The conductor will teach the ensemble how to follow a variety of non-verbal conducting cues.

General Duties

Proactively contribute to the nurturing and supportive environment of the whole School through willing participation in regular school responsibilities, actively engaging in school related activities (e.g. attendance at parent nights as requested by Teacher), and contributing to other classes according to personal skills and interests.

Management, Administration and Community Participation



	<p>Work collaboratively with colleagues as required, contributing to administrative needs affecting the students and establishing a working knowledge of relevant School policies and procedures, to support smooth and effective day to day operations.</p> <p>Establish and maintain records of student's work, and assist Teachers in providing appropriate and comprehensive feedback to parents and guardians and to provide relevant information which will allow the Teacher to improve their teaching program. Formally report on individual students twice per year.</p> <p>Professional Conduct and Development</p> <p>Proactively seek and participate in continuing professional development activities, including peer and mentor support and coaching, Faculty of Teachers meetings and all School-based in-service activities, in order to establish and maintain a high level of professional knowledge and expertise.</p> <p>Strengthen parent and community confidence in the School by acting professionally at all times with due consideration and awareness of issues of sensitivity and confidentiality, remaining mindful of the Teacher's role to communicate matters of concern, maintaining good rapport with parents and guardians, and with appropriate duty of care toward fellow colleagues.</p>
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Approval:	Strings Coordinator:	Primary School Director (PS):
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Received By HR/ Admin:	Signature: _____ Date: _____	