

Position Description

Casual Instrumental Music Instructor

Purpose of position	The role revolves around a demonstrated commitment to professional knowledge, professional practice and professional engagement. The teacher must also hold a current VIT Registration.
Staff Team	Performing Arts
Reporting to	Performing Arts Domain Leader
Location	Marymede Catholic College: - 60 Williamsons Road, South Morang - 139 Eminence Blvd, Doreen
Classification	Casual Instrumental Music Instructor rate
Salary and benefits	<ul style="list-style-type: none"> Casual rate \$83.00 per hour
Commencement date	July 2026
Employment conditions	<p>The successful applicant will:</p> <ul style="list-style-type: none"> VIT registration <p>Or</p> <ul style="list-style-type: none"> Working With Children Check (WWCC) National Police Check <p><i>Visa sponsorship is not available for this position. All applicants require current and valid working rights for Australia.</i></p>
Qualifications and experience	<p>Experience in the education sector would be an advantage, but is not essential.</p> <p>Marymede Catholic College is an equal opportunity employer. We value a diverse and inclusive workplace and welcome applications from all qualified people. When required, we make reasonable adjustments to accommodate our people.</p> <p><i>Visa sponsorship is not available for this position. All applicants require current and valid working rights for Australia.</i></p>

Key duties and responsibilities

- The Casual Instrumental Music Instructor (CIMI) provides 16 Instrumental Music lessons per semester. The CIMI provides tuition in 30 minute or 45 minute lessons, on an individual and/or shared lesson basis dependent on enrolments.
- The CIMI is responsible to the Performing Arts Domain Leader P-12 on matters relating to the day-to-day running of the Instrumental Music Program.
- The CIMI will be allocated a number of students by the Performing Arts Domain Leader P-12 at the beginning of each semester. The number of students per semester will be determined by the number of enrolled students in the College's Instrumental Music Program.
- The CIMI will keep weekly records of student attainment, attendance and punctuality and the CIMI will produce written reports on student's achievements and areas for improvement twice a year.
- Organize acts for instrumental concerts, as directed by the Performing Arts Domain Leader P-12.
- CIMI can assist in the classroom for the rehearsal fee to assist in VCE and VET classes.

Key selection criteria

- Possess the skills, experience and qualifications to perform the duties and responsibilities of the position
- Ability to engage students in active learning
- Proven experience in sound, critical understanding of learning content
- Excellent interpersonal, communication and negotiation skills
- Ability to handle sensitive and confidential information appropriately
- Ability to have a positive influence on the culture of the College through a collaborative and curious disposition
- Ability to contribute to the broad strategic intent of the College
- Ability to set and monitor high standards of communication
- Commitment to supporting the Catholic Identity of the College
- Commitment to and understanding of child protection and child safety issues in schools
- Commitment to safe work practices
- Commitment to professional learning and development
- Commitment to the implementation of College policies and procedures

Child Safety Requirements

Marymede Catholic College is committed to developing a culture to maintain the safety of each student in our care. At Marymede Catholic College we have a zero tolerance for child abuse and are committed to acting in children's best interests and keeping them safe from harm.

The College regards its child protection responsibilities with the utmost importance and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintain a child safe culture. All staff employed at Marymede Catholic College are required to abide by our Child Safe Policies and commit to our Child Safe Code of Conduct.

All staff of the College are expected to understand and realise child safety and wellbeing related policies and procedures including:

- MACS Code of Conduct
- Child Safety Code of Conduct
- Child Safety Policy
- Child Safety and Wellbeing Procedures
- All policies can be located via: [POLICIES | Marymede Catholic College](#)

Staff are expected to take very seriously their responsibilities related to:

- care for children
- supervision of children
- maintaining professional boundaries with children
- Mandatory Reporting
- Reportable Conduct Scheme
- Being aware of potential signs of harm for children
- Information sharing
- Record keeping

Please be aware that all staff, contractors and volunteers are required to have working with child clearances (Working With Children Check or VIT Registration unless there is a valid exemption). This is sighted, verified and recorded.

All staff, contractors and volunteers are required to have proof of identity sighted prior to entering the Campuses of the College or engaging in child-related work.

Please be aware that essential or relevant qualifications, history of work involving children, and references addressing suitability for the job and working with children are collected and recorded for staff, contractors and volunteers.

Position description updated:

May 2026