



DIRECTOR OF PERFORMANCE (Music)

(Commencing Semester 1, 2019)

POSITION DESCRIPTION

BACKGROUND

We are Queensland's First Grammar School; a strong and nurturing community to which we are proud to belong. Officially opened in October 1863, Ipswich Grammar School develops the leaders of tomorrow with a holistic approach to education. Our history is based upon the principle of aspiring to be the best that we can be and our boys are characterized by their determination and resilience.

The IGS honour roll includes Storey Bridge designer Dr John Bradfield, former Chief of the General Staff of the Australian Army, Lieutenant-General John Coates and former Chief Justice of Australia, Sir Harry Gibbs. Modern sporting stars Shane Watson and Berrick Barnes are also Old Boys of Ipswich Grammar School. We have a distinguished history and we seek to honour our past and move towards a bright future as one of Australia's leading boys' schools.

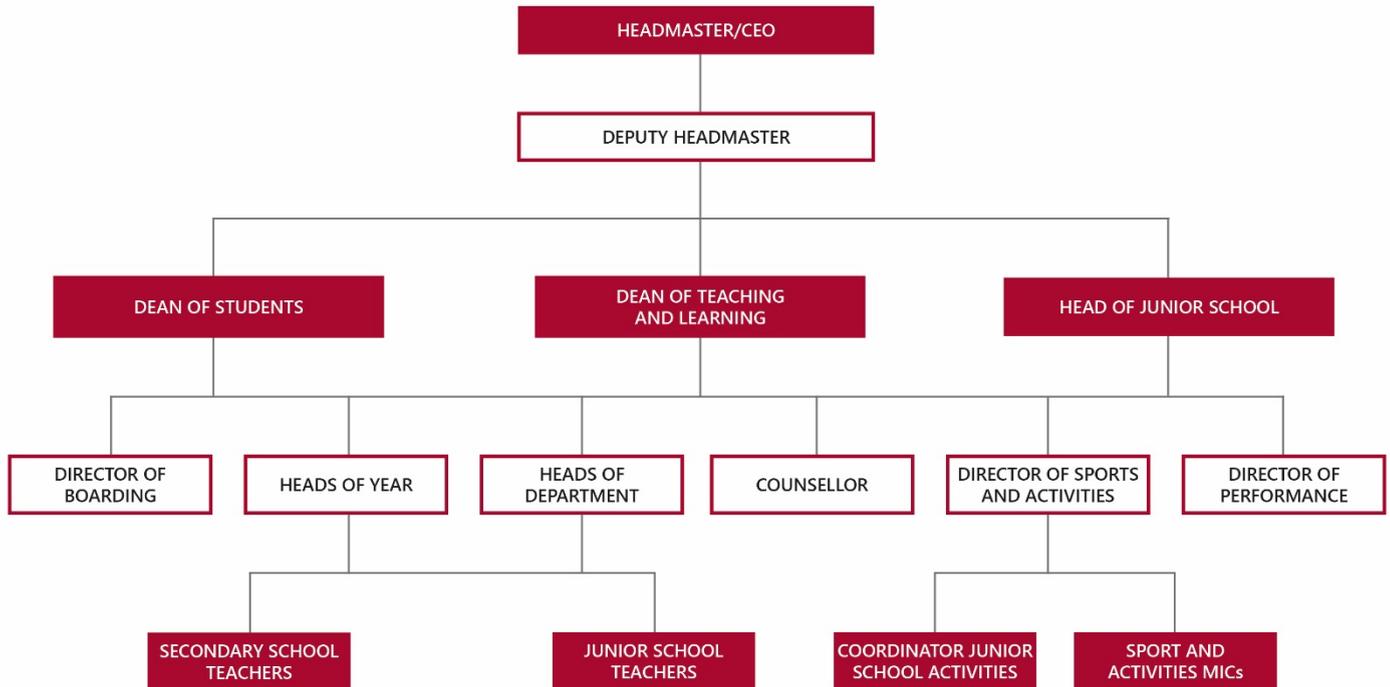
VALUES AT IPSWICH GRAMMAR SCHOOL

Our school motto is Labore Et Honore – By this we mean that we will achieve success by working hard and behaving honourably. Ipswich Grammar School prides itself on the three core values of Belonging, Honour and Resilience. The historic School is committed to ensuring exceptional outcomes for our boys in academic achievements, artistic development and sporting endeavours.

FACILITIES

Ipswich Grammar School is steeped in history. The original buildings from 1863 sit proudly on Grammar School hill and are listed by the National Trust. This fine gothic structure is nestled amid a complex of modern facilities including a Precinct of the Arts, Auditorium, Science Building, Music School, Classroom Complex, Information and Technology Centre & Design Workshops, Library and Resource Centre, Junior School, Gymnasium, Heated Pool, multi-purpose Sports Dome and a Junior School Library. The Risson Centre and Brassall Sporting Complex are just a five minute drive away. The centre caters for sporting functions and is a conference and seminar venue. The facility hosts IGS Cricket, Football, Rugby, Cross Country and other outdoor activities and has eight international standard tennis courts and a clubhouse.

ORGANISATIONAL STRUCTURE



ROLE OF DIRECTOR OF PERFORMANCE (Music)

The Director of Performance (Music) is appointed by the Headmaster/CEO and acts under the direction of the Headmaster/CEO or their delegate. The Director of Performance (Music) will assist IGS by leading and supporting the co-curricular cultural life of the School including instrumental music, choirs, theatrical productions, drama and visual art activities to promote the arts across the IGS community and beyond.

The Director of Performance (Music) will:

1. Display a high level of professional competency to ensure behavior and personal presentation reflect the School's values and professional expectations;
2. Be committed to self-development and ongoing professional development;
3. Be committed to building our community;
4. Respond to the cultural operational needs of IGS and other related duties as directed by the Headmaster/CEO or their delegate;
5. Have excellent interpersonal skills and highly proficient IT skills;
6. Form and lead teams that both competently manage and enhance the cultural life of IGS;

7. Articulate a clear vision for the role and a demonstrated capacity to plan and work strategically to ensure the quality of current programs and the future growth of cultural life at IGS.

KEY DUTIES AND ACCOUNTABILITIES

The duties of the Director of Performance (Music) cover the following key areas: -

1. Technical Capability
2. Planning
3. Organisational
4. Communication

TECHNICAL CAPABILITY

The Director of Performance (Music) will:

- Model and support best contemporary practice in embedding technology for the promotion and presenting of performance arts opportunities for students;
- Promote best practice in the use of technology and technical equipment in accordance with appropriate workplace health and safety practices;
- Liaise with the ICT Manager to ensure technology structures remain most suited to best practice within the cultural life of IGS.

PLANNING MANAGEMENT

The Director of Performance (Music) will:

- In consultation with the IGS Leadership Team and appropriate staff, prepare an annual plan for the management and development of the cultural life of the School;
- Support the School Leadership Team, Directors and Coordinators of Activities in establishing practices which align with the School priorities and initiatives;
- Develop and maintain an annual budget for the cultural life of the School;
- Play a key role in the planning for/leading of cultural tours locally and internationally;
- Oversee the process for casual and part-time staff engaged to work in cultural activities by ensuring appropriate child protection procedures are followed, e.g Blue Cards in conjunction with the Human Resources Department.

ORGANISATIONAL

The Director of Performance (Music) will:

- Collaborate with the Director of Sports and Activities and the IGS Leadership Team in the overall leadership of Co-Curricular activities of IGS;
- Oversee and liaise with the various cultural committees and sub-committees;

- Liaise with key staff to organize rosters, schedules, transport and project timetables;
- Lead the organisation of the IGS/IGGS Musical/s and working in partnership with other schools and entities to ensure the quality of these productions;
- Work with the Dean of Students in the planning of Speech Night and liaise with staff to plan and organise this project;
- Attend IGS Leadership Team and/or School Management Team meetings as required;
- At their request, collate data and prepare reports for the Leadership Team or key groups within the School
- Offer or organise professional development opportunities to staff members in an individual or group setting before, during and after school contact hours.

COMMUNICATION

The Director of Performance (Music) will:

- Have excellent written and verbal communication skills and an ability to liaise and collaborate with staff members and a wide range of stakeholders;
- Prepare required reports for the Leadership Team, IGS Board and any other relevant bodies as directed by the Headmaster/CEO;
- Present cultural information at HOD Meetings, IGS Staff Meetings, The Grammar Word, Facebook, and the School website as required;
- Instruct staff, students and relevant bodies within the community regarding the correct policies, procedures and protocols required for the functioning of cultural activities at IGS;
- Have a strong presence that promotes positive relationships and collegiality within the community, including public events involving students.

KEY SELECTION CRITERIA

- SC1** Exemplary teaching practice and the ability to lead and motivate staff.
- SC2** A special interest and knowledge of boys' education in the Performing Arts and Music Subjects.
- SC3** Demonstrated high level of interpersonal skills including communication, leadership and people management capacities.
- SC4** A proven capacity to work as part of a team in a school environment and contribute to the wider life of the School Community

As a condition of employment all teaching staff are to provide evidence of their current registration with Queensland College of Teachers. Teachers are required to maintain their renewal of registration with the Queensland College of Teachers for the duration of employment.

All employees recognise and accept that multi skilling is an essential component of the School and all employees may be required from time to time to undertake duties that are outside their normal position description but within their skills, competency and capability.

APPLICATIONS

Please submit a written application addressing the above criteria to the Headmaster/CEO at Ipswich Grammar School by 21st September 2018.

Applications to be addressed to:

Mr Richard Morrison
Headmaster/CEO
Ipswich Grammar School
Locked Bag 6000,
North Ipswich QLD 4300