The Music Department has one of the most dynamic and impressive Performance programmes both in New South Wales and Australia and, in terms of student participation, is one of the most comprehensive. It provides for individual and group performances by students at every level. Each instrumental teacher at the Preparatory, Junior, Middle and Senior Schools has his/her own studio concert at which each boy learning a musical instrument has the opportunity to perform.

The position of Director of Preparatory School Music is an important role in both the Preparatory School and the Music Department. In addition to class teaching under the framework of the IBO Primary Years Programme, the Director of Preparatory School Music leads the development of a very vibrant Preparatory School music programme (K-6), under the guidance of the Director of Music, the Director of Creative Arts and the Master of the Preparatory School. Expertise in piano, strings and choral work will be an advantage.

**General Description**

Trinity Grammar School is the largest Anglican Boys’ day and boarding School in NSW with an enviable reputation and tradition for serving the educational needs of boys and young men over a number of generations. The School has campuses located in Strathfield (Preparatory School), Summer Hill (Senior School, Middle School and Junior School) and Field Studies Centre at Woollamia. Since its founding in 1913, Trinity has forged a reputation for outstanding academic results, a caring pastoral programme and an emphasis on both traditional and community sports. Trinity has an enrolment of some 2000 boys.

The School is a member of the Combined Associated Schools of New South Wales and joins in the CAS Sports competition, while at the Primary level the School is a member of the Independent Primary Schools Heads of Australia and participates in the IPSHA Sports and Cultural activities.

All members of staff are appointed by the Head Master and they are responsible to him for the overall performance of their duties. The Head Master delegates his authority to senior staff members for the effective management of the School.

**Mission Statement**

The mission of Trinity Grammar School is to provide a thoroughly Christian education for its boys, imparting knowledge and understanding of the world we live in, and recognising the importance of spiritual qualities in every sphere of learning and living. The School actively encourages its students to grow in wisdom and stature and in favour with God and man.
Specific Roles/Duties/Responsibilities

On a day-to-day functional basis the Director of Preparatory School Music will report to the Master of the Preparatory School. As such he/she is a member of the Preparatory School Management Committee. At all times he/she is to liaise with the Trinity Grammar School Director of Music at the Summer Hill campus to ensure that all school policies, protocols and programmes are followed.

1. General Objectives

1. To perform conscientiously and competently the duties, both teaching and non-teaching, that he/she is assigned by the Head Master from time to time.

2. To maintain such records as may be required by the School.

3. To cooperate with the senior staff in the organisation and management of the school and promote a team spirit among the staff.

4. To be actively involved in supporting the School co-curricular activities.

5. To be positive in support of the School’s traditions and Christian ethos.

6. To help foster good relations between parents, the community and the School and encourage parents to take an interest in the schooling of their sons and to participate in the life of Trinity Grammar School.

2. Management Objectives

1. In consultation with The Director of Music and Master of the Preparatory School, to lead the development of the Preparatory School Music Programme, which will cater for the needs of individual students, throughout the School (K-6).

2. To develop a clear strategic plan for the direction for music within the Preparatory School

3. To co-ordinate the development of all facets of the Preparatory School’s performance programme, supervising and closely co-operating with the full and part time music staff to develop and maintain a vibrant ensemble programme giving students a wide musical experience.

4. To ensure that students who learn instruments in the Preparatory School are prepared and entered for public examinations in accordance with the Head Master’s policy.

5. To lead the development of the high quality choral program at the Preparatory School

6. To ensure departmental and School policies, practice and procedures are maintained.

7. To assist the Director of Music and Master of the Preparatory School in the development of annual and long-range plans and advise as requested on budget requirements to implement such plans.

8. To oversee the maintenance, development and efficient use of instruments and resources owned by the School.

9. To maintain a high profile in support of public and special functions.

10. To provide music to support worship both in Chapel and Assemblies
3. Teaching responsibilities

1. To teach classes across the Preparatory School following the IBO Primary Years Programme Framework and incorporating all aspects of the NSW Board of Studies Creative and Practical Arts curriculum.

2. To ensure all NSW BOS Creative Arts Music syllabus and all IBO Primary Year Program requirements are being fulfilled in Music class lessons.

3. To be committed to and promote an inquiry based approach in all music lessons.

4. To work closely in Cooperation with other staff to ensure the smooth running of Preparatory School music for the benefit of the students.

5. To ensure effective channels of communication are available to encourage a collegiate approach for the benefit of pupils, parents and staff.

6. To organise and/or conduct rehearsals, sectionals and performances of the Preparatory School’s performing groups in consultation with the Director of Music and Master of the Preparatory School.

7. To organise a programme of regular concerts for students at the Preparatory School.

4. Essential Skills/Specifications

1. Graduate Qualifications in Music Education

2. Teaching qualification/experience in Primary education

3. The ability to play the piano at an advanced level with experience in providing accompaniment for accomplished performers.


5. Excellent Oral and Written communication

All applications must be:  
> made on the School’s standard form;  
> completed onscreen  
> accompanied by a resume; and  
> lodged without binding or stapling with:

The Head Master’s Secretary  
Trinity Grammar School  
PO Box 174  
Summer Hill NSW 2130

CLICK HERE TO APPLY