

Role Description

Composition and Music Technology Administrator

Overview

The Composition and Music Technology Administrator is responsible for the delivery of creative composition lessons for the music curriculum and cocurricular programs.

Reports to: Director of Music (PK-12)

Status: Permanent part-time, term time only

Responsibilities

The successful applicant will:

- Assist the Music curriculum staff with Composition lessons Years 7 -12
- Lead music composition studies in Stage 5 and Stage 6, including HSC Elective Composition, creative project based composition activities, and technology-based compositions
- Provide composition expertise, including contemporary technologies, notation programs including Sibelius, Logic and Musescore
- Organise recordings and performance of student compositions, liaising with professional musicians and music staff
- Lead and inspire composition activities in the cocurricular group “Composition Club”
- Opportunities for further duties in the department may be available, dependant upon the candidates musical expertise

Desirable

- A tertiary degree in Music majoring in Composition
- A passion for teaching and promoting composition to highly engaged students

Personal qualities

- Possess advanced proficiency with the Microsoft Office suite of products and other computer based tools
- Be an effective communicator and a positive, flexible team member
- Be able to multi-task and problem solve efficiently
- Be able to plan and complete projects and achieve necessary time lines
- Be punctual, highly organised with attention to detail
- Have an orientation towards ‘rolling up your sleeves’ and getting involved with issues as required
- Have a personal presentation commensurate with the ethos and reputation of the School
- Be discreet, approachable and confidential
- Fully support the Christian ethos of Meriden as an Independent Anglican School
- Loyal to the School and the Principal and publicly supportive of the School’s decisions.