

## Job Description

Job title/Position: PreK-1 to G5 General Music/Instrument Music Teacher

School: Primary

Direct Supervisor: Primary Principal

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### Position Overview

The PreK-1- G5 Music Teacher provides students from Grades PreK-1- G5 an opportunity to explore music through singing, movement, playing instruments, listening, and creating. The basic music elements are taught through a compulsory instrumental music program in Grades 4 and 5 where all students must play a woodwind, brass or percussion instrument. Instruments are provided by the school and a grade level co-teacher assists with these grades. In addition, a range of after-school choirs/band program are offered in the primary school/middle school/high school taught by the music staff.

Children are exposed to musical experiences from a wide range of backgrounds, including traditional as well as more modern pieces. In doing so, the music program reflects the international nature of our school. The program is designed to establish a solid musical background and an appreciation for different styles and forms of music. It is envisioned that an instrumental band program will be developed alongside a strong choral program. The music program strives to develop listening skills and performance skills both individually and as part of an ensemble. The students are expected to demonstrate those skills as a performer as well as an audience member. The students have many performance opportunities during the year in the form of concerts, assemblies, musicals, and classroom activities.

### Qualifications and Experience

The Grade PreK-1- G5 Music Teacher should have:

- Current Music Teaching Certification/Qualifications
- Classroom teaching experience
- Ability to communicate effectively with others
- Positive attitude
- Ability to participate in and establish collaborative structures
- Deep understanding of Early Childhood and Upper Primary students and their needs

### Preferred Skills and Experience

- Music experience in teaching students from 2- 12 years of age
- Recent and relevant professional development in the field of music, educational trends, and methodologies

- Proven ability to work in a multi-cultural environment and multiple levels
- Proven ability to build Music programs
- Experience in curriculum development
- Experience in IBPYP

### **General Responsibilities**

In addition to the specialist level expectations, teachers at HKA are welcomed into a collegial and collaborative working environment. In support of this, teachers are expected to:

- Plan and organize musical learning experiences through the development of daily and weekly lesson plans
- Cooperate with classroom teachers to organize student concerts
- Implement teaching strategies that integrate the curriculum as well as address the needs of students as in line with PYP Units of inquiry where possible and appropriate
- Maintain effective classroom management practices
- Evaluate and maintain student records of achievement
- Participate in curriculum development
- Maintain positive communication with the parents and community
- Assist with supervisory duties
- Communicate and liaise on a regular basis with fellow team department/grade members with regards to planning, assessment, parent and community contact, subject organization and classroom issues such including discipline, expectations and routines
- Communicate and liaise with other school colleagues in an effort to promote and establish integrative links and/or awareness
- Take an active role in behavioural management and care of class groups
- Attend and constructively contribute in staff meetings
- Assist in supervision of student recess
- Coordinate class activities as deemed necessary
- Maintain up-to-date records of assessment, attendance, planning, reports, conferences, and communication with parents
- Maintain up-to-date records of instruments and music materials
- Advise on the maintenance and up keep of instruments and music materials
- Establish links with your parent community to ensure that parents are kept well informed about student progress
- Maintain a co-curricular website for students, parents and peers
- Assist, as required, in the development of curricular materials
- Act as a resource/contact/support for new staff members (i.e. curriculum, schedules, procedures)
- Participate in a minimum two afterschool co-curricular activities per year
- Participate in and assist with school events as required
- Other duties as assigned by Supervisor

### **School Hours**

The Music Teacher is a full time teaching position and hours are from 7:45 a.m. to 3:30 p.m. Monday to Friday for full time teachers. Classes meet 8:00 a.m. to 3:00 p.m. with the exception of Wednesday with the early dismissal of all students to enable teachers to engage in professional and curriculum development from 1:30 p.m. to 4:45 p.m.

**Contact:** [recruitment@hkacademy.edu.hk](mailto:recruitment@hkacademy.edu.hk)

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