



## **Music Teacher** **Job Profile**

### ***Reports to, and receives assistance, from:***

- Arts Program Coordinator

### ***Essential Responsibilities Include:***

As Music Teacher:

1. Instruction in any and all phases of the school's program for all grade levels; develop IEP goals and educational reports to fit the needs of the individual child within a group learning milieu (narratives) for professionals and parents.
2. Supporting the arts department in driving Gateway's arts program.
3. Development of the music program, teaching resources, and material.
4. Curriculum design and implementation and adequate preparation, in advance, for a detailed lesson as maybe scheduled as per the time table of the class. Writing weekly lesson plans in collaboration with the school's teachers; to execute at the school premises each week.
5. Driving the annual day program and helping the school organize various other events.
6. Assessing each student based on their strengths and needs and providing 1:1 individualized sessions for students in alignment with their IEP and Vision Statement.
7. Assisting with the collection and maintenance of relevant teaching resources: Providing lists of specific materials to be procured, along with their sources for purchase (musical instruments, music collections, books, etc.) and storing musical equipment and supplies safely.
8. Maintaining records of instruments that have been borrowed from school.
9. Collaborate with teachers teaching multidisciplinary learning units or with other subjects when relevant and beneficial to the students.
10. Grading and evaluation of students and making relevant records and reports.
11. Attend teachers' meetings and workshops; participating in arrangements for his/her further training and professional development as a music teacher.
12. Communicating and consulting with the parents of the students.
13. Reviewing from time to time his/her methods of teaching and programs of work.
14. Maintaining good order and discipline among the students in accordance with the policies of employing authorities and safeguarding their health and safety both when they are

authorized to be on the School premises and when they are engaged in authorized School activities elsewhere.

15. Out-of-classroom activities for/with students.

16. Addition to the above, performing all those functions that might be necessary in order to ensure that the school's services are of the nature and quality that will help fulfill its founding vision

***Additional Responsibilities:***

1. Understand the potential and skills of each student and guide individual students according to their skills.
2. Maintain student behavioral standards to ensure a productive and disciplined environment during group rehearsals, practices, and performances.
3. Maintain a safe and positive learning environment for students.
4. Monitor and evaluate student progress and ensure that students complete daily assignments.
5. Stay up to date with the latest in music technology and incorporate the use of technology whenever suitable while keeping in mind the specific needs and abilities of the students.
6. Evaluating a students' interest, aptitude and temperament to determine a suitable instrument for them.
7. Incorporating musical instruments and movement in lessons.