



## ROLE DESCRIPTION

### Head of Brass

---

- 1. POSITION TITLE:** Head of Brass  
**Classification:** Teaching position (with included release time)

**2. PURPOSE/SCOPE OF POSITION – KEY RESULT AREAS:**

The fundamental responsibilities of the Head of Brass are to guide the pedagogical development of the brass component of the Junior Instrumental Music and Co-Curricular Music Program at Villanova College. As a member of the Music Department at Villanova, the Head of Brass will provide leadership to staff working with students playing brass instruments and assist the Director of Music in the development and attainment of teaching and learning goals across the program. The Head of Brass will encourage students to participate in music opportunities at the College through the stewardship of our music community, engaging students at their ability level, and providing appropriate challenges to inspire personal and musical growth.

#### **Faith Leadership**

- Aligns curriculum and pedagogy with the Augustinian Gateway Values - Interiority, Search for Truth, and Community.
- Leads and models the use of Restorative Practices in the resolution of conflict with staff, students and parents.

#### **Knowledge and Skills**

- Demonstrates success as an Instrumental Music Teacher.
- Demonstrates depth of knowledge and application of the Instrumental Music Curriculum (implementation 2018).
- Maintains a high level of professional knowledge in instrumental pedagogy across the brass teaching area.
- Maintains an oversight of and responsibility for the co-ordination and leadership of the brass curriculum delivery in collaboration with the Director of Music.
- Commits to personal professional learning and continuous improvement.

#### **Collaborative Practices and Partnerships**

- Collaborate with Director of Music, Junior School Music Coordinator, Head of Woodwind and Head of Strings on policies and issues relating to the operation and coordination of the Instrumental Music Program at Villanova College.
- Collaborate with Brass Instrumental Music teachers and tutors in the collection and analysis of data to determine student development and guide best pedagogical practice.
- Contributes to the development and implementation of a vision for music at Villanova as a member of a collaborative leadership group.
- Where appropriate, assist the Director of Music with the induction of new staff.
- Work independently and collaboratively with others in fulfilling the duties and responsibilities of the position.

### **Effectiveness and Efficiency**

- Assists in the development of annual goals and objectives aligned with the College's Strategic Plan.
- Coordinates appropriate processes pertinent to the role relating to pedagogical leadership in the Brass Department
- Contributes to the professional development of Instrumental Music staff.
- Demonstrates discretion when dealing with staff, students and parents in matters of sensitivity.

### **3. STATEMENT OF RESPONSIBILITY:**

The Head of Brass, in consultation and partnership with the Director of Music, is responsible for the development and implementation of pedagogical development within the Brass Department at Villanova College. The role holder collaborates with all staff – teaching and support staff across the College – to enhance teaching and learning within this area of responsibility. The position relies on the development of strong, collegial relationships with all staff in order to support and enhance student learning.

### **4. ACTIVITIES UNDERTAKEN AND/OR DUTIES COMPLETED:**

#### **Students**

The Head of Brass will assist the Director of Music to:

- Develop a personal knowledge of each brass student within the Instrumental Music Program, liaise with parents, teaching, and support staff concerning the progress of students in their academic and instrumental music pursuits.
- Make recommendations regarding ensemble involvement and positioning of students enrolled in the Brass Department.
- Assist in developing processes to track and monitor student progress.
- Collaborate in the analysis of collected data to reflect upon and refine pedagogical approaches across the department.
- Participate in the development and monitoring of assessment and audition processes employed within the department.

#### **Staff**

The Head of Brass in cooperation with the Director of Music will:

- Lead and work with Brass Instrumental Music teachers and tutors to develop and refine their pedagogical approaches.
- Guide and support Instrumental Music teachers and tutors in working with individual students.
- Assist in the allocation of students to teachers and collaborate with the leadership group in decisions regarding timetabling and teaching allocations.

#### **Parents**

The Head of Brass will assist the Director of Music to:

- Encourage parental support of their students.
- Provide information parents need to support and encourage student participation in the Brass Department at Villanova Music.

#### **Communication**

Through the Director of Music, the Head of Brass is responsible for:

- Keeping the College Leadership Team aware of issues that call for a whole school response as well as specific issues arising within the instrumental music department.
- Communication with parents regarding student progress and attendance.
- Participate in the monitoring and quality assurance of reporting processes utilised within the Instrumental Music Department.

## **Student Learning**

The Head of Brass is required to:

- Develop partnerships with the other members of staff within the Instrumental Music Department and the broader College environment.
- Contribute to a culture of continual improvement of teaching and learning by modelling and encouraging contemporary pedagogy, professional development, peer observation and effective classroom practices.
- Liaise with music staff to develop and support learning outcomes for students of all abilities.
- Undertake teaching duties as required by the Principal or Director of Music.

## **5. AUTHORITY LIMITS**

The position carries no inherent delegated authority regarding expenditure of funds or supervision of other role holders within the College. Expenditure of funds must be in accordance with approved budgets and appropriately authorised.

At all times, the Head of Brass must act in accord with the Villanova College Student Protection Policy and Code of Conduct. It is necessary that the role holder exercise judicious and prudent judgment in interactions with students, staff, and the broader College community.

## **6. REPORTING AND OTHER RELATIONSHIPS**

The Head of Brass reports directly to the Director of Music and through the Director of Music to the Principal. Other significant relationships exist with the Junior School Music Coordinator, Head of Strings, Head of Woodwind, brass teachers and tutors and teaching and support staff across the College.