

## Position Vacant

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### Head of Music

HOD of Music Department and Cocurricular Program

#### Fulltime / Permanent Position

Central Coast Grammar School is a leading K-12 independent, coeducational and nondenominational school. Located on a single 18 hectare campus overlooking the Matcham Valley close to the heart of Erina, our school offers a spacious environment where students can grow and flourish.

*“Central Coast Grammar School (CCGS) is committed to the safety, protection, and wellbeing of all our students and children involved in activities at CCGS. The School requires all prospective school staff to contribute to creating a culture of child safety and wellbeing and be committed to protecting students from abuse or harm in the school environment”. All CCGS staff participate in annual training in child protection. All statutory checks and references are required prior to confirmation of employment.*

This position is for the Head of Music Department and is also responsible for the academic development and management of the Music Cocurricular Program K-12. This is a leadership position and requires an experienced and organised individual to manage, develop and grow these areas in the future.

To be successful you will need to possess and demonstrate:

- Tertiary teaching qualifications and NESA accreditation
- Thorough knowledge of the NSW Curriculum and its recent developments
- Evidence of excellent level student outcomes up to and including the Higher School Certificate
- Previous experience managing cocurricular programs would be advantageous
- A high standard of competency, proficiency and innovative as a classroom teacher
- Commitment and skills in digital literacy
- Capacity to cater for different learning needs
- Excellent communication and interpersonal skills
- Good administrative skills, with a sound level of flexibility and adaptability
- Commitment to the strategic direction and ethos of the School

For detailed information, a copy of the position description is available on the school website, on the employment page.

Interested applicants should familiarise themselves with the School’s Strategic Plan ‘*Striving for Excellence*’, available on our website at [www.ccggs.nsw.edu.au](http://www.ccggs.nsw.edu.au). It is expected that every member of staff will commit to the Strategic Plan and participate in the professional learning expectations of the School.

All teaching staff at Central Coast Grammar School are to take part in the whole life of the School, including participation in Outdoor Education and involvement in co-curricular school activities.

To apply you are required to provide the following information/documentation:

- cover letter and CV, inclusive of the total number of fulltime equivalent years you have been a teacher, including a breakdown if applicable
- copy of your academic transcripts and other degrees or certificates, with conferred date(s), and if you are accredited with the Independent Schools Accreditation Authority (ISTAA), please provide a copy of your certificate
- Working with Children Check number

- record of your COVID-19 Immunisation status from the Australian Immunisation Register or COVID-19 Digital Certificate
- 100 points of ID
- NSW Education Standards Authority (NESA) number
- telephone numbers and details for referees

**Please email your application to the Human Resources Manager by 2.00pm, Friday 24 May, 2024 to: [ccgscareers@ccgs.nsw.edu.au](mailto:ccgscareers@ccgs.nsw.edu.au).**

Please note that applications will be reviewed as they are received, therefore early lodgement is encouraged. The position may be filled prior to the application deadline.

*Please note that any attachments associated with your application are to be either Word documents, jpg images or pdf.*