



## MUSIC TEACHER JOB DESCRIPTION

### **General Information:**

The Music Teacher role is a part-time, hourly position.

### **RESPONSIBILITIES**

#### **Spiritual Development**

- Exhibit love, joy, peace, and spiritual maturity before students and the rest of the school.
- Be a student and lover of the Bible, God's only written Word.
- Promote moral and ethical character development, encouraging students to grow in their faith.

#### **Professional Development and Conduct**

- Collaborate with colleagues, school leadership, and parents to address the needs of students.
- Demonstrate professionalism and pride in Wing Classical Academy through work ethic, punctuality, speech, attitude, dress, and attention to duties. Be prepared to accomplish other duties as requested by the Head of School.
- Know and adhere to the school's mission and policies.

#### **Classroom Management and Environment**

- Maintain a neat, organized, clean, and stimulating classroom environment.
- Set up simple, efficient class routines and transitions.
- Decorate the classroom according to the classical principle of beauty. Avoid garish and excessive decoration.

#### **Classroom Decorum and Discipline**

- Create an orderly and joyful working atmosphere.
- Establish and enforce clear classroom rules and expectations for respectful interactions and a posture of focus and learning.
- Manage student behavior in a positive manner. Utilize the school honor code, protocols, and discipline policy.

#### **Lesson Preparation and Presentation**

- Develop a lesson plan weekly which utilizes the Hillsdale K-12 Music curriculum and resources.
- Prepare for lessons by reviewing the topics and material to be covered prior to teaching.
- Keep files of lesson plans and materials.
- Present lessons using clear language and appropriate vocabulary.
- Utilize classical pedagogy.
- Conduct regular assessments to gauge student understanding and progress.
- Encourage students to see how all subjects are interrelated, as parts of God's universe.

#### **Culture and Communication**

- Cultivate individual relationships with parents by first making note of positive behaviors of students in the first weeks of the school year. Participate in our "no surprises" model by voicing concerns about students to the parents through email or phone call right away.
- Keep Head of School apprised of situations with students. Provide copies of newsletters and other written communications to the Head of School. Blind copy Head of School on parent emails.

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### **QUALIFICATIONS**

#### **Spiritual**

The Music Teacher has:

- An authentic and growing relationship with Jesus Christ as evidenced by a strong, clear personal testimony.
- An ability to be a servant-leader whose conduct exemplifies Biblical principles.
- A genuine excitement and passion about Christian leadership.
- A strong commitment to a Christian worldview and values, including a profession of faith in Jesus Christ and a whole-hearted agreement with WCA's mission statement and Christian philosophy of education.

#### **Professional**

The Music Teacher has:

- A bachelor's degree.
- Experience with Classical Christian curriculum and pedagogy desired.
- A demonstrated commitment to continued learning.
- Experience teaching in a grammar school setting.
- Excellent communication and interpersonal skills.
- Patience, empathy, and the ability to inspire and motivate fellow teachers and students.

#### **Personal and General**

The Music Teacher:

- Has a strong work ethic that extends to preparation outside of school hours.
- Communicates clearly both in speech and writing.
- Has enthusiasm and appreciation for the school's mission and is committed to playing a role in growing WCA.
- Demonstrated wisdom in interacting with others.
- Is organized in thought and systems.
- Has a professional demeanor: focused, calm, open to others' ideas, speaks and acts with noble-mindedness.
- Can solve problems, think creatively, celebrate successes, and learn from failures.
- Has insight into contemporary culture and the challenges facing families and youth.