

Position Description

Instrumental Tutor – Guitar

College Overview

Mueller College is a ministry of [Mueller Community Church](#). The College was established in 1990 as a Christian, coeducational day school. Mueller caters for students from a range of backgrounds, with an enrolment of approximately 1800 students from Prep-Year 12.

The aim of Mueller College is to prepare its students for life in the world and eternity by applying Biblical principles through excellent education in a distinctly Christian environment.

One of the strengths of Mueller College is the committed and dedicated Christian staff. All staff are committed to both professional and spiritual development, which is part of the weekly schedule for all.

Position	Instrumental Tutor – Guitar
Type of Employment	As per contract
Position Reports to	Deputy Head of College, through the Head of Department – The Arts
Agreement/Award	Mueller Community Church: Mueller College Limited Employee Collective Agreement 2025-2027
Position Reviewed	February 2025
Inherent Requirements	<p>As a pastoral worker of Mueller Community Church (MCC), all staff of Mueller College, regardless of role, are required to conduct themselves, in the course of employment, consistently with the Christian doctrines, tenets, beliefs and teachings of the College.</p> <p>As a Christian community, staff are required to regularly and frequently attend a Christian church and to regularly and frequently support staff devotions, growth groups, prayer sessions and Mueller College church services.</p> <p>It is expected that Christian qualities be lived out and exhibited daily, thus providing a specifically Christian role model and example to all the families associated with the College.</p> <p>It is a genuine occupational requirement of Mueller College that staff members must not act in a way that they know, or ought reasonably to know, is contrary to the Christian beliefs of MCC/Mueller College.</p>

<p>General Description of the Position</p>	<p>The Instrumental Tutor – Guitar plans, prepares and delivers effective learning and teaching programs for every student involved in their area of the music curriculum.</p> <p>As music serves a central role in expressions of faith and culture, the Instrumental Tutor supports the ministry and philosophy of Mueller Community Church, Mueller College, and its broader ministries by providing students with outstanding music tuition.</p>
<p>Specific Duties and Responsibilities</p>	<ul style="list-style-type: none"> • Teach music theory, aural skills, and practical techniques to students. • In conjunction with Instrumental Coordinator, determine student goals and align with College objectives for music. • Lead guitar ensemble. • Be punctual to scheduled lessons, practice sessions, recitals, competitions, and other events. • Encourage students to learn and grow in ability, especially when progress is slow, or motivation is lacking. • Provide constructive feedback and adjust lessons as required. • Communicate with parents regarding student progress via phone and email. • Assess students' ability and write reports. • Conduct tuition during the school term including before/after school rehearsals and concerts. • Evaluate and maintain equipment and instruments. • Provide weekly homework for student practice. • Report regularly on student progress and planning to the Instrumental Coordinator.
<p>Person Specification</p>	<ul style="list-style-type: none"> • Personal commitment to Christian faith and belief in the Bible, consistent with the Mueller College Statement of Faith. • Be in regular fellowship and good standing with a local Christian church. • Understanding of and willingness to contribute to the mission of Mueller College. • Excellent interpersonal, verbal, and written communication skills, including the capacity to develop good working relationships with parents. • Works collaboratively with staff, parents, and students. • Self-directed, enthusiastic, and highly motivated.

	<ul style="list-style-type: none"> • Sound time management skills and organisational ability. • Ability to motivate, lead and inspire students. • Capacity to maintain confidence when required.
Essential Qualifications and/or Experience	<ul style="list-style-type: none"> • An outstanding musician with music tuition experience. • Previous experience working in a school setting (preferred). • Current Working with Children Check (blue card).

Child Protection	<p>Mueller College is committed to the safety and wellbeing of its students. All employees, contractors, volunteers and people undertaking work experience or vocational placements at Mueller College must abide by the College's Child Protection Policy.</p> <p>Although registered teachers have duty of care for the direct supervision of children in a school setting, as a designated worker with children, you are also expected to understand child safe practices and demonstrate appropriate behaviours when engaging with children.</p> <p>Support staff are subject to the conditions of the Working with Children Check (Blue Card Services).</p>
Position Review	<p>All employees recognise and accept that multi-skilling is an essential component of employment and that they may be required to undertake duties that are outside their normal position description but within their skills, competency, and capability.</p> <p>Given the dynamic environment in which the College operates, the Executive Director (or delegate) may reasonably alter the roles and responsibilities of this position at his discretion to serve the needs of the College most effectively.</p> <p>This Position Description is subject to periodic review.</p>