



Music Instruction Administrator

10 month/full-time position

This position reports to the Director of Fine Arts

The Windermere Preparatory School Fine Arts Faculty and Administration is responsible for carrying out the mission and goals of the WPS Fine Arts Department and the School.

This role will work within our instrumental music department (teaching two beginning level and one intermediate instrumental music classes and private lessons), direct the musical orchestra, and also serve as a music instruction administration manager (managing the private lesson program), and with other administration responsibilities.

An Instrumental Music Teacher at WPS inspires, enthuses, excites, guides, enlivens, and motivates students through the study, practice and performance of music in an academic setting.

The candidate must:

- Provide instruction of their instrument and other instruments in a private and small group student setting
- Expose students to diverse musical styles while building musical literacy
- Differentiate instruction to scaffold challenges and invite a range of abilities
- Model enthusiasm for music and the program.
- Integrate appropriate technology to enhance learning
- Communicate and collaborate effectively with students, teachers, and parents
- Support the well-being of students
- Manage and oversee the private lesson program (scheduling, observations, oversee the registration process, work with new families to schedule lessons, and approve timesheets)
- Assist the Director of Fine Arts with the supervision of after school activities and events.
- Demonstrate interest and ability to lead student activities and contribute beyond the classroom

Qualifications

- Experience in directing band (primary and secondary), small ensembles, and in a private lesson setting
- Informal or formal experience working with K-12 students
- Excellent communication skills
- Flexibility and creativity in working in a dynamic environment where new ideas, mistakes, and iteration are embraced.

- A desire to integrate curriculum with other subjects and to teach collaboratively

REQUIREMENTS

Bachelor's Degree in Music Education or Performance required

Experience in leading and managing an arts program

3+ Experience in supervising students

Working knowledge of Google Platform