



Lower School Choral Music Instructor ***New Position begins August 2025***

As Carrollwood Day School continues to grow, we are adding a new position for a dynamic and inspiring music educator to join our Lower School team. The ideal candidate will be passionate about music, will be excited and committed to growing our choral music program, and will foster a joy and enthusiasm for music every day.

Carrollwood Day School (<http://www.cdspatriots.org>) is a progressive International Baccalaureate (IB) independent school located in North Tampa, FL. Since its beginning in 1982 as an early childhood center, Carrollwood Day School has grown to serve students from age two through 12th grade. CDS is recognized nationally for its academic excellence and its innovative school-wide emphasis on character development.

The **mission of Carrollwood Day School** is to create entrepreneurial thinkers for a global society. We provide strong character-based education emphasizing problem-solving skills and philanthropic understanding. Our students are prepared to be world leaders using the International Baccalaureate Programmes, cutting-edge technology, creative arts, and competitive athletics. Most importantly, CDS fosters the development of the entire student not only in academics, but also ethically, emotionally, and through social experience. Our goal is to help students discover and develop their own talents and interests and use these to better the world and themselves.

Carrollwood Day School embraces and celebrates the rich diversity of our students, employees, and families from all backgrounds. As an International Baccalaureate continuum school, CDS strives to create a supportive and inclusive learning environment where each person is valued. We work to intentionally develop cross-cultural competency and appreciation of differences within all constituents. We value the influence of a wide range of experiences and perspectives in our classrooms, relationships, and interactions as we prepare our students to contribute to a diverse and interconnected world.

Carrollwood Day School is one of only 16 independent schools in the United States to offer the full curriculum/continuum of IB programmes from early childhood through college prep (PYP, MYP, and DP).

The Position of Lower School Choral Music Instructor:

Responsible for teaching primarily choral music education to students at both of our Campuses. Our Early Childhood Campus serves children ages 2-6 and will require the instructor to teach a minimum of twelve 30-minute music classes per week, scheduled between 8:15 a.m. – 2:45 p.m. per week. Our Bearss Avenue Campus houses grades 1 – 5 and will require core music instruction in addition to an after school music instructor to offer enrichment classes between the hours of 3:30pm – 6:00pm.

The Choral Music Instructor will collaborate with the Instrumental Music Instructor on the development, improvement and appreciation of music instruction. The Instructor will help students grow in their enjoyment, appreciation, and performance of music through a variety of planned music experiences which include singing, moving to music, playing of instruments and listening.

Job Responsibilities:

- Actively support and advance the vision and mission of Carrollwood Day School
- Plan and teach developmentally appropriate general and choral music to ECC-5th grade including harmony, appreciation, history, and ensemble

- Utilize repertoire of all types of music literature, including traditional and contemporary that are appropriate for the ages and skill levels of students
- Provide opportunities for music ensembles including band, choir & musicals
- Plan, rehearse, and direct students in a number of musicals to be hosted at CDS
- Differentiate music curriculum to meet the needs of the individual student and the student body
- Plan a balanced music program, and organize daily class time so that preparation, and instruction can be accomplished within the allotted time
- Establish and maintain standards of student behavior to provide an orderly, productive environment during practice, group rehearsals, and music performances
- Evaluate each student's musical growth and contribution to the performance of the group that allows everyone to contribute
- Communicate clearly with parents and school faculty/staff on the progress of individual students
- Maintain care/responsibility for school-owned music, musical instruments, and equipment to prevent loss or abuse
- Cooperate with Division Head and staff in providing musical programs for school assemblies, open house, parent meetings and seasonal programs
- Become knowledgeable in the IB PYP program
- Maintain subject matter expertise and professional competence by attending staff development programs, curriculum development meetings and through other professional development
- Incorporate 21st century skills into curriculum
- Model and foster non-discriminatory practices and a global mindset
- Be a role model of integrity and professionalism
- Be a team player; cheerfully participate in and/or assist with pick-up and drop-off, lunch duty, assemblies, field trips, open house, and other duties and routines regularly part of a K-12 school environment
- Maintain regular and punctual attendance requirements, including attending division and other School meetings, professional days, graduation, and other required events.
- Adhere to School policies as described in the Employee Handbook and other materials

Qualifications:

- Minimum BA in Music or Music Education; Masters degree preferred
- A minimum of 3 years of experience in Elementary and/or Early Childhood Music programs
- Have or complete within one year, the Category One training within the IB; may be required to do training over the summer
- Strong music fluency; the ability and willingness to confidently teach choral music subjects across the Early Childhood and Elementary curriculum
- Instrumental skills, including piano accompaniment
- Demonstrate a passion for music and the ability to work with and inspire and foster a love of music with children from age two through grade five
- Strong understanding of the academic, social, and emotional development of young children
- Strong collaborative skills and eagerness to work with colleagues
- Strong proficiency in the Google suite of products (docs, sheets, drive, classroom, etc.)
- Excellent verbal, written and presentation communication skills
- Have an interest in engaging with the greater CDS community beyond the traditional school day
- A high degree of professionalism, collegiality, and personal conduct both in and outside of school
- Ability, willingness, and judgment to interact and communicate effectively and positively with all constituents in a school environment
- Enthusiasm and commitment to the vision and mission of the School

Physical Requirements and Work Environment:

- Regularly uses close and distance vision

- May work at a desk and computer for extended periods of time
- May stand and walk for extended periods of time
- May work evenings and weekends
- Ability to visually and audibly locate students under their supervision
- Ability to actively circulate throughout the diverse campus environment
- May be subject to loud noises
- Ability to occasionally lift, push or pull up to 30 lbs
- Ability to stand, sit, walk, bend, reach, squat, kneel, twist and turn, climb stairs, and reach overhead

Compensation includes a comprehensive employee benefits package; CDS offers a competitive salary commensurate with background and experience.

Qualified candidates should send a resume and statement of interest to Dawn Wilson, Head of Lower School, dwilson@carrollwooddayschool.org.