JIS Jakarta Intercultural School

JOB OPENING

POSITION:	Elementary School Music
REPORTS TO:	Elementary School Principal
CONTRACT TERM:	2 School Years (2027-2029)
CONTRACT START DATE:	1 July 2027
JOB OPENING:	10 November 2026

External: We reserve the right to end the recruitment process once a suitable candidate is found.

POSITION OVERVIEW

At Jakarta Intercultural School (JIS), Elementary School Music provides students with opportunities to develop their musical abilities, creativity, and appreciation for music through engaging, developmentally appropriate learning experiences. Students explore vocal, instrumental, and movement-based music while building foundational skills in rhythm, melody, harmony, and musical expression. Through exposure to diverse musical traditions, collaborative learning, and performances, the program fosters confidence, creativity, and an appreciation for music across cultures.

The Elementary School Music Teacher creates engaging, inclusive learning experiences that develop students' musical knowledge, technical skills, and artistic expression. The Music teacher incorporates a variety of instructional approaches to support students of differing abilities while fostering a love of music through singing, instrumental instruction, and movement. Working collaboratively with Performing Arts colleagues and classroom teachers, the Music teacher directs student concerts and performances, leads extracurricular music activities, and contributes to schoolwide productions and events, including rehearsals and performances outside regular school hours.

QUALIFICATIONS, EXPERIENCES and ATTRIBUTES

1. Minimum Bachelor's degree in Music Education or related field; Master's degree preferred.
2. Valid teaching credential in a related field.
3. At least five years of teaching experience in music, with a preference for elementary-level experience
4. Ability to teach music to students with diverse proficiency levels, adapting to a wide range of student abilities in a collaborative, inclusive classroom environment
5. Training and experience in various methodologies of music education, such as Orff Schulwerk, Dalcroze, Eurhythmics, and Kodaly approaches
6. Proficiency in teaching vocal, instrumental, and movement-based music instruction, with strong piano skills for classroom use and accompaniment
7. Experience with culturally diverse music traditions, including an openness to learning and teaching Indonesian music forms
8. Demonstrated background in engaging students outside the classroom in activities like choir, drama, and musical performance
9. Commitment to student-centered learning, incorporating a variety of music instructional methods that inspire creativity, critical thinking, and appreciation for music
10. Willingness to engage in student advisory and pastoral programs.
11. Experience in leading extracurricular activities is advantageous.
12. Clear commitment to Child Protection, safety, service learning, and environmental stewardship

DUTIES AND RESPONSIBILITIES

Curriculum Delivery and Instructional Excellence

- Develop engaging, developmentally appropriate music lessons for early childhood through fifth grade, integrating vocal, instrumental, movement, and music literacy skills.
- Foster students' understanding of foundational music concepts, including rhythm, melody, harmony, and dynamics, using diverse instructional approaches.
- Provide structured vocal training, teaching pitch accuracy, vocal technique, and breathing to support students' singing abilities.
- Guide students in exploring harmony through rounds, partner songs, and two-part music, building their experience with ensemble singing.
- Incorporate global music traditions and genres into lessons to broaden students' musical and cultural awareness.
- Direct student-centered performances for school productions, concerts, and events, including coordinating rehearsals outside of regular school hours.
- Actively develop the JIS Learning Dispositions—Resilience, Resourcefulness, Relating, and Reflecting—within students through intentional teaching methods and curriculum integration.

Collaborative Curriculum Development

- Collaborate with the Creative Arts team and school leadership to plan and develop units ensuring coherence and continuity across all grade levels.
- Contribute to the continuous development of the Music curriculum, incorporating interdisciplinary approaches where appropriate.
- Partner with the Creative Arts team to integrate drama, dance, and music, creating interdisciplinary experiences that support schoolwide events and classroom themes.
- Collaborate with classroom teachers to integrate music themes into other subject areas, reinforcing academic concepts through music and movement.

Professional Development and Evaluation

- Participate actively in professional development, accepting and acting on professional feedback.
- Engage in ongoing professional development in music pedagogy and instructional innovation, maintaining a high standard of teaching practice.
- Seek opportunities to enhance skills in Indonesian musical forms, including gamelan and angklung, to further enrich the music program.
- Engage with the JIS Growth and Appraisal process to continuously refine teaching practices and align with educational standards.

Assessment and Student Support

- Assess and support the musical growth of individual students, adapting instruction to meet diverse student needs and abilities.
- Provide feedback on students' progress, helping them develop confidence in their musical skills.
- Document student learning through varied formats, including portfolios, recordings, and performance assessments.
- Coordinate with Student Support Teams to accommodate students with unique learning needs, ensuring music is accessible and enjoyable for all.

Community and Student Engagement

- Foster a school culture of respect, identity, and pride among students, parents, and colleagues.
- Host events that engage families in the music program and build a positive, inclusive school culture.
- Organize and direct extracurricular music activities such as choir and instrumental groups, encouraging students' musical and personal growth outside of the classroom.
- Build positive interpersonal relationships, actively engage in Child Safeguarding Practices, and promote positive interactions among our diverse student body.
- Empower students to take responsibility for their learning and actions, encouraging self-directed learning and personal growth.

- Lead extracurricular activities that enhance student collaboration, performance, and leadership.
- Organize and actively participate in school trips, including multi-day and overnight excursions, to enrich students' educational experiences.

Collaboration and Communication

- Collaborate with specialists, schoolwide teams, and the Student Support Team to enhance educational outcomes.
- Communicate effectively with all members of the JIS community, ensuring clear and open communication channels.

Adaptability and Support

- Adapt to both asynchronous and synchronous online teaching formats when necessary.
- Identify and seek support from peers and administration when needed, and provide peer support to maintain a collaborative work environment.

Professional Dispositions and Responsibilities

- Embrace and promote the JIS Learning Dispositions: Resilience, Resourcefulness, Relating, and Reflecting.
- Perform other related duties and assume other responsibilities as assigned by the Elementary School Principal.

TO APPLY

Interested candidates should apply directly by email to teachingapplication@jisedu.or.id.

Please submit the following materials as separate PDF attachments in one email:

- Cover letter expressing interest in the position
- Current resume, clearly indicating all academic qualifications and professional teaching certifications, including the issuing authority, subject area(s), and grade level(s) covered by each certification.
- List of three to five professional references, including each reference's name, position, relationship to you, phone number, and email address. *References will not be contacted without the candidate's permission.*

Safe Recruitment Statement

At Jakarta Intercultural School (JIS), we are committed to ensuring the safety and well-being of all our students. As part of this commitment, we have implemented rigorous recruitment policies and procedures designed to safeguard our students and uphold the highest standards of child protection.

Our recruitment process includes:

- Thorough verification of the identity and qualifications of all candidates.
- Obtaining and corroborating professional and character references.
- Performing comprehensive background checks in all countries of residence and the candidate's country of origin.
- Conducting a multi-stage interview process, including scenario-based questions to evaluate how candidates handle situations related to student safety and well-being.

Child Safeguarding Policy

JIS has a robust Child Safeguarding policy that seeks to protect our students, their families, and the entire JIS community. This policy ensures that all students have the right to protection and access to confidential support systems. As part of this policy, all community members with access to students must undergo annual child safeguarding training to stay informed and vigilant in protecting our students.

By maintaining these stringent recruitment practices, JIS ensures that our educational environment remains safe, nurturing, and conducive to the well-being and development of every student.