



# Prem International School

Boarding and Day School

Chiang Mai, Thailand

## PART-TIME - Music Teacher and Teaching Assistant (Senior School)

**Reports to:** Head of Arts, Head of Music, IB MYP/DP Coordinators, and Senior School Assistant Principal (Academics)

### Overview

The Music Teacher and Teaching Assistant is a dual-role position that combines classroom teaching responsibilities with practical and organisational support for the Music Department in the Senior School (Grades 6-12).

The successful candidate will teach selected Middle Years Programme (MYP) Music classes, support students in their musical development, and assist with the preparation and maintenance of music facilities and equipment. The role also includes supporting performances, concerts, assemblies, and extracurricular music activities, including student bands and ensembles.

## Key Responsibilities

### Teaching and Learning

- Teach Senior School Music classes in the IB MYP or IB DP, according to the final teaching allocation.
- Plan and deliver engaging, student-centred lessons that foster creativity, inquiry, and musical understanding.
- Differentiate instruction to meet the needs of students with varying abilities, interests, and language backgrounds.
- Support students in developing performance, composition, listening, and analytical skills.
- Incorporate the IB Learner Profile and Approaches to Learning (ATL) skills into teaching and learning.
- Provide timely and constructive feedback to students and parents.
- Maintain accurate records of student progress using ManageBac and Google Workspace.

### Classroom and Department Support

- Prepare music rooms, instruments, and equipment for classes and rehearsals.
- Assist with tuning instruments and ensuring regular maintenance of department resources.
- Organise sheet music, teaching materials, and digital resources.
- Support the Music Department in documenting student learning through photographs, videos, displays, and online platforms.
- Ensure music facilities remain organised, safe, and conducive to learning.
- Promote student safeguarding and well-being at all times.

### Student Ensembles and Co-Curricular Activities

- Support and, where appropriate, lead student ensembles such as bands, choirs, and instrumental groups.
- Assist with the Prem Symphonic Band and other extracurricular music programmes.
- Lead or co-lead an Exploria (after-school) activity each term.
- Encourage student leadership, collaboration, and performance confidence.

### Concerts, Assemblies and Community Events

- Assist with the planning, set-up, and operation of music performances, assemblies, concerts, and special events.
- Support sound systems, lighting, staging, and other technical requirements.
- Participate in events that may occasionally take place outside normal school hours.



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## Pastoral and Community Responsibilities

- Support staff and student use of Prem Podcast Recording Studios with technical support
- Serve as a Homeroom Teacher or provide pastoral support, if needed as part of final allocation.
- Actively contribute to the House system and student leadership opportunities.
- Participate in supervision duties, field trips, Community Learning Week, and residential experiences.
- Support the broader life of the school and boarding community when required.

## Professional Responsibilities

- Engage actively in collaborative planning, meetings, and professional development.
- Participate in the Prem appraisal process and annual goal setting.
- Maintain professional conduct in line with Prem's Guiding Statements, policies, and safeguarding expectations.
- Meet deadlines and respond positively to additional responsibilities as requested.

## Position Requirements

### *Essential Qualifications and Experience*

- Bachelor's degree in Music / Music Education OR a closely related field.
- Teaching qualification or relevant educational experience.
- Experience teaching music to secondary-aged students.
- Strong instrumental and ensemble leadership skills.
- Ability to support both practical and academic aspects of music education.
- Excellent organisational and time-management skills.
- Conversational proficiency in English.
- Confidence using educational technology and digital platforms.

### **Desirable Qualifications and Experience**

- Experience teaching in the IB MYP and/or DP.
- Experience leading student bands, orchestras, or choirs.
- Knowledge of sound engineering and music technology.
- Experience working in an international school environment.
- Familiarity with multilingual learners and inclusive teaching practices.

### **Personal Qualities**

- Passion for music education, music technology and student development.
- Flexible, organised, and proactive.
- Collaborative and solutions-oriented.
- Warm, positive, and supportive in working with students and colleagues.
- Committed to Prem's philosophy of holistic education and global citizenship.

*To be reviewed: May 2027*