



Role Statement: Choir Teacher Representative

The Choir Teacher Representative provides an interactive interface between the Executive of the SAPPSMS, Choir Teachers in schools and HPIs.

Role of the Choir Teacher Representative

- ✓ Represents the perspective of Choir Teachers to the Executive, considering that the realisation of the plans and goals of the PSMF Team rely heavily on Choir Teachers being able to effectively fulfil their roles in schools
- ✓ Provides Choir Teachers with an Executive perspective in response to queries and concerns.

Responsibilities of the Choir Teacher Representative are to:

- ✓ attend SAPPS Music Society Executive meetings - provide a Choir Teachers' Report and perspective;
- ✓ attend conferences and be available to Choir Teachers;
- ✓ send regular emails during the year sharing information and insights to Choir Teachers;
- ✓ respond to Choir Teachers' queries or concerns and direct them to the appropriate PSMF team member where necessary;
- ✓ be available for phone/email contact for information, issues, concerns and support;
- ✓ support new choir teachers by:
 - ✓ assisting production manager at conference 1 with new choir teacher induction and follow up during the year
 - ✓ organising mentors and encouraging regular contact
- ✓ continue to raise the profile of the Choir Teacher Representative through:
 - ✓ easy access via the website
 - ✓ making regular contact with choir teachers
 - ✓ being visible and approachable at conferences, rehearsals and performances.

The Choir Teacher Representative contributes to the delivery of the program by:

- ✓ actively functioning in the role of a Choir Teacher in a school;
- ✓ having experience in roles that will enhance the Choir Teacher perspective eg. years of service, production team, troupe involvement, orchestra or other roles within the PSMF;
- ✓ using good communication skills;
- ✓ using good conflict management skills;
- ✓ being discreet when dealing with issues and concerns.