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Hourly Paid Instructor (HPI) Accompanist Role Statement

HPI Accompanists play an integral role in the development of choirs participating in the Primary Schools Music Festival (PSMF) program. They must hold a current Working with Children Check, Responding to Risks of Harm, Abuse and Neglect – Education and Care Certificate and hold a current Authority to Work letter from the Department for Education.

This document should be read in conjunction with the Choir Support and HPI Choir Teacher Role Statements. All staff must be familiar with the PSMF Professional Conduct Standards and the documents referred to within those standards.

The role of the HPI Accompanist is to:

- support the choir teacher with fluent, accurate and musical piano accompaniment during choir rehearsals and any performances;
- detect, respond to, and support immediate rehearsal needs as they arise; and
- assist with choral warm-up routines.

Skills required by HPI Accompanists

Accompanists contribute to the delivery of the program by being able to extract and play from the score a variety of melody/accompaniment configurations as determined by the choir teacher for the purposes of teaching and rehearsal including:

- single melody lines for soprano and alto choral parts;
- a combination of both choral parts, accentuating one above the other;
- both choral parts with some kind of accompaniment in the left hand to maintain the beat;
- accompaniment plus some of the soprano and alto parts;
- sing a part clearly with good pitch;
- sing a part whilst playing the accompaniment;
- clap rhythms for the choir to copy;
- count the choir in when beginning a song or section;
- transpose warm up exercises by both a semitone and a tone;
- play in a variety of styles; and
- detect musical/performance inaccuracies.

Employment Conditions

All HPI Accompanists are employed by the Department for Education and are deemed to be Department employees while carrying out the duties associated with the HPI Accompanist role. The PSMF facilitates their placement in schools. HPI Accompanists may work in a school with either a school based or HPI Choir Teacher.

The HPI Accompanist is responsible to both the Manager and the Director of Music of the PSMF.

The Manager is responsible for the conduct of the HPI Accompanist. The Director of Music is responsible for the standard of musical work and development of the HPI Accompanist and provides written feedback at Performance Management meetings.

The PSMF allocates a prescribed number of hours for each school which are paid for by The Department. These hours may be topped up from school resources.

HPI Accompanists work collaboratively with Choir Teachers to teach and rehearse the PSMF repertoire in preparation for school and Festival performances. Whilst not primarily responsible for the teaching of the choir, accompanists are both encouraged and expected to have some input into the learning process and behaviour management of students during choir sessions. Complementary teaching/management strategies should be negotiated with the Choir Teacher.

HPI Accompanists should be **always under the supervision of a registered teacher.**

Responsibilities of the Accompanist:

It is the responsibility of the accompanist to:

- behave according to the PSMF Code of Conduct;
- attend Conference 1 (Term 1) and, if possible, Conference 2 (Term 2) and connect with your Choir Teacher;
- check accompaniments against vocal lines in the PSMF Songbook and mark with bar/system numbers;
- arrive and be ready to begin rehearsals at the allotted time;
- liaise with Choir Teachers with regard to choir session planning and content;
- bring to the attention of appropriate personnel any situation which threatens the safety of the students;
- be aware of responsibilities as a mandated notifier; and
- submit accurate pay claim documentation promptly to the PSMF and keep accurate records of hours worked and claimed.

Responsibilities shared with the Choir Teacher:

- Placement of the choir and the relative position of the piano or keyboard.
- Organise piano tuning, maintenance, adjustment, and cleaning with the Choir Teacher/Support.
- Ensure adequate lighting for the accompanist to read and play music.
- Assist in appropriate behaviour management of students.
- Accompanists work collaboratively with choir teachers to teach and rehearse the PSMF repertoire.
- Accompanists are encouraged and expected to contribute to the choral standard achieved by providing feedback and advice to the Choir Teacher and students around a variety of performance details which might include:
 - musical inaccuracies including pitch, melody, rhythm, tempo, lyrics, and pronunciation, phrasing and breathing; and
 - discussing strategies which may improve the teaching of the choir such as placement/position of the piano and choral warm up routines to improve vocal techniques

Communication

- For positive learning outcomes to be achieved, rapport needs to be developed with the Choir Teacher and Choir Support. This will require an understanding and respect for each person's needs, roles, responsibilities, and priorities.
- Liaise with the school and Choir Teacher before the first choir session to establish the rehearsal schedule.
- Confirm times, days, and dates in advance, noting school closures, sporting event clashes etc. Schools should be advised in advance of any known HPI Accompanist absences.
- Discuss the structure and format of choir rehearsals.
- Bring errors in melody, rhythm, and pronunciation to the attention of the Choir Teacher at an appropriate time and in a positive manner.
- Establish times to evaluate choir performance and progress.