

# Role Description

## Musician (Senior Band Member)



Cluster	Justice
Agency	NSW Police Force
Command/Business Unit	Public Affairs Branch (NSW Police Band)
Location	Various
Classification/Grade/Band	Musician (Senior Band Member)
ANZSCO Code	211213
PCAT Code	1119192
NSWPF Role Number	
Date of Approval	05/10/2017
Agency Website	<a href="http://www.police.nsw.gov.au">www.police.nsw.gov.au</a>

### Agency overview

The NSW Police Force (NSWPF) vision is for a 'Safe and Secure New South Wales', which is achieved by police working with the community to reduce violence, crime and fear.

It is one of the largest police forces in the western world, with more than 20,000 NSW Police Force employees, including more than 16,000 sworn officers providing a range of law and order services 24 hours a day, seven days a week to the socially, geographically and culturally diverse community of NSW.

The organisation has five function lines, based across a number of locations. Metropolitan Field Operations and Regional NSW Field Operations provide frontline services directly to the community. Investigations & Counter Terrorism provides investigative, technical and counter terrorism expertise. Specialist Support provides an operational support function along with a range of specialised services. The fifth function line, Corporate Services, provides business support services such as technology and communication, education and training and corporate human resources functions.

The NSWPF *Statement of Values* and *Code of Conduct & Ethics* outlines appropriate behaviour for all NSW Police Force staff. All employees of NSWPF are expected to ensure ethics are incorporated into all aspects of their work making ethical behaviour, practices and decision making a part of daily routine. This further extends to ensuring confidentiality and information security is maintained at all times.

Work, Health and Safety legislation requires all employees to have specific responsibilities. This role is responsible for following all NSWPF health and safety policies, and taking all reasonable care that their actions or omissions do not impact on the health and safety of others.

### Primary purpose of the role

Contribute to the positive promotion of the NSWPF through community engagement by performing as a musician in the NSW Police Band (a Wind Orchestra) and its various ensembles. Senior Band Members, in addition to performance requirements, hold one of four portfolios that contribute to the successful operation of Police Band activities. These portfolios are: Assistant Director of Music; Artistic Co-ordinator; Drum Major/Logistic Support; and Librarian.

### Key accountabilities

- Perform musical duties across a range of ensembles to a professional standard and maintain that standard to the satisfaction of the Director of Music.

- Undertake performance as a Soloist and on a second “doubling” instrument when necessary to ensure the professional performance of any ensemble.
- Maintain professional musical development and standards through band and personal rehearsals.
- Provide strong community engagement through performances at various indoor and outdoor locations including parade grounds and ensuring an appropriate level of interaction with the community.
- Develop a working knowledge of band procedures and parade ground protocols including taking direction from a Drum Major whilst on parade ensuring a suitable standard of drill and marching.
- Ensure a high level of personal deportment and presentation as well as maintaining all NSWPF property (vehicles, instruments, uniforms, music and other equipment) in good order and condition.
- Contribute to the success of administrative and compliance requirements of the band operations.
- Deliver portfolio outcomes to ensure the professional management and performance of the various ensembles as below:
  - Assistant Director of Music – assists with leading the concert band, the formation and deployment of small groups and ensembles.
  - Artistic Co-ordinator – delivers the artistic and administrative support in the deployment of ensembles, bookings and performances.
  - Drum Major/Logistic Support – is required to lead and conduct the marching band and actively plan and organise logistical requirements for all performances.
  - Library – managing the library holdings, sourcing and cataloguing of music.

## Key challenges

- Ongoing and continual level of consistency in performance as a musician with a high level of accuracy across the main and other instrument(s).
- Adoptable approach to performance in a variety of settings, including less than desirable environmental locations. Ceremonial and entertainment commitments are largely performed outdoors and may involve prolonged periods of standing and marching in all weather conditions.
- Maintaining physical ability to enable contribution towards logistic and transport needs for the bump in and bump out for all band performances.

## Key relationships

Who	Why
<b>Ministerial</b>	
Commissioner/Minister	<ul style="list-style-type: none"> <li>• Professional image of the NSWPF through performance, conduct and appearance</li> </ul>
<b>Internal</b>	
Commander	<ul style="list-style-type: none"> <li>• High standard and consistency of performance as a musician</li> </ul>
Director of Music	<ul style="list-style-type: none"> <li>• Ongoing and continual group and individual rehearsals to maintain musical standard</li> </ul>
Band Supervisor (Sgt)	<ul style="list-style-type: none"> <li>• Leadership and mentorship of band members</li> </ul>
Senior Musicians	<ul style="list-style-type: none"> <li>• Maintaining NSWPF equipment to good order and condition</li> </ul>
Musician Colleagues	<ul style="list-style-type: none"> <li>• Professional image of the NSWPF through performance, conduct and appearance</li> </ul>
NSWPF Commands	
<b>External</b>	
Community	<ul style="list-style-type: none"> <li>• Professional image of the NSWPF through performance, conduct and appearance</li> </ul>

## Role dimensions

### Decision making

This role works with under the guidance and supervisor of the Commander, Band Supervisor and/or Director of Music for all performance based activities based on established work practices, procedures and protocols. A Senior Band Member has an inferred leadership role to coach and mentor band members and make decisions in the absence of the Commander, Band Supervisor and/or Director of Music. Each Senior Band Member has a degree of autonomy in terms of personal rehearsal, preparation of music and maintaining the desired standard of performance on primary and secondary instruments.

### Reporting line

- Commander, Police Band – Senior Sergeant
- Band Supervisor - Sergeant
- Director of Music

### Direct reports

- Nil

### Budget/Expenditure

- Nil

## Essential requirements

- Demonstrated professional experience as a commercial musician.
- Demonstrated professional experience as a musician with large ensembles and Musical Directors/Conductors.
- Demonstrated performance ability on a second doubling instrument.
- Relevant qualifications or equivalent professional experience with a demonstrated commitment to ongoing professional development.
- Holder of a NSW Class MR driver's license with (Min) 6 month clear driving record and/or Class C licence with willingness to obtain a MR class licence.
- Acknowledgement that regular performances are held on evenings, weekends and public holidays is an ongoing occurrence for musicians with the NSW Police Band.
- Obtain and maintain the requisite security clearances for this position.
- Holder of a current and valid Working with Children's check.



## Capabilities for the role

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at [www.psc.nsw.gov.au/capabilityframework](http://www.psc.nsw.gov.au/capabilityframework)

### Capability summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

## NSW Public Sector Capability Framework

Capability Group	Capability Name	Level
 Personal Attributes	Display Resilience and Courage	Foundational
	Act with Integrity	Intermediate
	<b>Manage Self</b>	<b>Intermediate</b>
	Value Diversity	Foundational
 Relationships	Communicate Effectively	Foundational
	Commit to Customer Service	Foundational
	<b>Work Collaboratively</b>	<b>Intermediate</b>
	Influence and Negotiate	Foundational
 Results	<b>Deliver Results</b>	<b>Foundational</b>
	Plan and Prioritise	Intermediate
	Think and Solve Problems	Foundational
	<b>Demonstrate Accountability</b>	<b>Intermediate</b>
 Business Enablers	Finance	Foundational
	Technology	Foundational
	Procurement and Contract Management	Foundational
	<b>Project Management</b>	<b>Foundational</b>

## Focus capabilities

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

## NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
<b>Personal Attributes</b> Manage Self	Intermediate	<ul style="list-style-type: none"> <li>Adapt existing skills to new situations</li> <li>Show commitment to achieving work goals</li> <li>Show awareness of own strengths and areas for growth and develop and apply new skills</li> <li>Seek feedback from colleagues and stakeholders</li> <li>Maintain own motivation when tasks become difficult</li> </ul>
<b>Relationships</b> Work Collaboratively	Intermediate	<ul style="list-style-type: none"> <li>Build a supportive and co-operative team environment</li> <li>Share information and learning across teams</li> <li>Acknowledge outcomes which were achieved by effective collaboration</li> <li>Engage other teams/units to share information and solve issues and problems jointly</li> <li>Support others in challenging situations</li> </ul>
<b>Results</b> Deliver Results	Foundational	<ul style="list-style-type: none"> <li>Complete own work tasks under guidance, within set budgets, timeframes and standards</li> <li>Take the initiative to progress own work</li> </ul>

## NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
<b>Results</b> Demonstrate Accountability	Intermediate	<ul style="list-style-type: none"> <li>Identify resources needed to complete allocated work tasks</li> <li>Seek clarification when unsure of work tasks</li> </ul>
		<ul style="list-style-type: none"> <li>Take responsibility and be accountable for own actions</li> <li>Understand delegations and act within authority levels</li> <li>Identify and follow safe work practices, and be vigilant about their application by self and others</li> <li>Be alert to risks that might impact the completion of an activity and escalate these when identified</li> <li>Use financial and other resources responsibly</li> </ul>
<b>Business Enablers</b> Project Management	Foundational	<ul style="list-style-type: none"> <li>Plan and deliver tasks in line with agreed schedules</li> <li>Check progress against schedules, and seek help to overcome barriers</li> <li>Participate in planning and provide feedback about improvements to schedules</li> </ul>

## Version Control

Version	Summary of Changes	Date
V1.0	Position Description translated into Role Description template	05.10.2017