



Pipe Major

POSITION DESCRIPTION FORM

Region / Portfolio:

Operations Support

Directorate / Command / District / Division:

Community Engagement Division

Work Unit:

Crime Prevention & Community Liaison/Police Pipe Band

Position Description Number:

211073

Rank / Level / Band:

Level 4

Employment Conditions

Industrial Agreement/Award: Current PSA PSCSAA and Agency Specific Agreement

Work Pattern: The incumbent will be required to work 75 hours per fortnight over any 10 days in that fortnight, including outside ordinary office hours and weekends. There is also a requirement to travel intrastate, interstate and overseas, all in accordance with the relevant Industrial Agreement(s).

Location: Maylands

Position Objective

Provides musical guidance to the Western Australia Police Pipe Band, taking responsibility for band performances, practices and training schedules.

Role of Work Unit

The Police Pipe Band forms part of the Community Engagement Division. The Band provides a public relations service to the Western Australia Police Force (WA Police Force) by performing public musical displays at a variety of engagements. The Band's main objective is to promote the image of the WA Police Force to the community by providing a cultural and musical experience through specialist musical displays at various functions including parades, ceremonies, special events and other functions. The Band also provides assistance to other districts and areas within the agency as needs dictate.

Reporting Relationships

This position reports to:

- Position name, rank

Direct reports to this position include:

- Band Officer, Level 3 x 10
- Support Officer (Pipe Band), Constable, 1 FTE

Total number of positions under control: 11

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Key Accountabilities

1 Musical Directorship (55%)

- 1.1 Supervises and provides direction to the Band during musical performances.
- 1.2 Prepares practice and training schedules for the band, including teaching guest players.
- 1.3 Communicates the musical interpretation to the Band.
- 1.4 Conducts the chanter practice for band players.
- 1.5 Takes command at band performances, by structuring the performances and directing band members on music played at events.
- 1.6 Engages the Band to pool in their expertise and work in unison to prepare new music.
- 1.7 Arranges musical scores and conducts practice sessions.
- 1.8 Keeps abreast of contemporary developments in relation to pipe bands, through music, publications and recordings.
- 1.9 Assists in producing concerts, CDs and DVDs for publishing and marketing purposes.
- 1.10 Maintains awareness of manufacturer's products and orders musical equipment and supplies for the band.

2 Band Involvement and Community Relations (40%)

- 2.1 Supervises and plays high level performances in the Police Pipe Band at parades, ceremonies, schools and other functions.
- 2.2 Performs solo engagements for police funerals and other necessary events.
- 2.3 Delivers verbal presentations relating to the Police Band for school groups, community groups and other government and non-government institutions.
- 2.4 Ensures repertoires for events are learnt and the capacity to perform within allocated time frames is attained through participation in organised practice sessions and other accepted learning means.
- 2.5 Ensures personal instruments and uniforms are maintained to high standards.
- 2.6 Participates in and coordinates the Band in international competitions and events, to maintain an accepted level of professionalism and promote a high public image.
- 2.7 Consults with stakeholders to clarify and ensure the provision of required needs.
- 2.8 When required, assists with the running of the WA Police Youth Pipe Band. Duties may include, but are not limited to, piping or drumming instruction to the students and supervision at Youth Band events.
- 2.9 Oversees the running of the WA Police Youth Pipe Band with both the OIC and Band Supervisor and regularly liaises with the Youth Band administrators, providing assistance, guidance and advice.

3 Other (5%)

- 3.1 Understands and complies with information security policies and procedures to ensure information holdings/systems are kept confidential and utilised accurately and reliably
- 3.2 Demonstrates and advocates a high level of ethics and integrity in accordance with the Agency's professional standards and Code of Conduct including reporting wrongdoing.
- 3.3 Undertakes other duties as directed.

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Work Related Requirements

Essential

Supervisory and leadership skills

Interpersonal skills

Communication skills

High level of musicianship with a required level of Grade 1 competency

Ability to undertake drill and marching duties

High level of competency as a Piper

Organisational skills

Tertiary Qualification in a relevant musical field

Context in which work related requirements will be applied and or general standard expected.

Providing clear and purposeful leadership. Using musical expertise to mentor and performance manage new and existing Band Officers. Fostering a team environment.

Relating to the public at ceremonies and parades. Providing good customer service. Understanding cultural issues.

Liaising with a wide range of personnel both within and external to the agency. Delivering presentations to groups and schools.

Competing at a grade 1 level within the last 3 years.

Participating in parades and ceremonies.

Knowledge of musical theory, to read, write and interpret music and to arrange musical scores.

Organising performances, rehearsals and administrative tasks.

Relevant to musical knowledge, performance and expertise.

Desirable

Possession of a current Australian 'Light Rigid (LR class)' or 'Medium Rigid (MR class)' heavy vehicle driver's licence. (with class F extension)

Registration with the Australian Pipe Band Association

Ability to play a secondary musical instrument

Previous Pipe Major Experience

Driving the Band's bus to Band engagements.

Capability Framework

The framework is intended to support staff and supervisors through the performance cycle and identify core competencies relevant to the rank and/or classification level.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Position Title and Work Unit	Name	Date
Organisational Design Officer Organisational Design & Analysis	Pamela Soares	01/02/2024
Divisional Superintendent Community Engagement Division	Superintendent Sharon Bird	02/2/2024

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