

## MARION COUNTY JOB DESCRIPTION

Position Title: Band Director

Class Code: **6419**

Department: Instruction

Reports To: Principal

Approved By: Marion County Board of Education Date December 2010

**SUMMARY:** To provide each student with varied opportunities to learn about and enjoy music experiences as a performer and/or as a listener.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** *Other duties may be assigned.*

Administers the school's band program.

Is responsible for the coordination and correlation of Elementary and Middle School band programs with that of the high school.

Plans a balanced music program and organizes daily class time so that preparation, rehearsal and instruction can be accomplished within the allotted time.

Provides individual and small group instruction in order to adapt the curriculum to the needs of each pupil.

Controls the storage and use of school-owned property; makes minor adjustments and requests repairs to instruments as required.

Establishes and maintains within Board Policy and Administrative procedures, standards of pupil behavior that will provide an orderly productive environment during rehearsals and performances.

Evaluates each pupil's musical growth and performance, assessing each individual's contribution to the performance of the group.

Selects and requisitions music, musical instruments and instructional aides and maintains required inventory records.

Communicates with parents on pupil progress.

Provides musical programs for a variety of school events and civic functions at the request of the supervising Principal and/or Superintendent.

Participates in those functions and activities as described in the regular teacher job description.

Maintains a professional awareness of current literature relating to assignment, including working knowledge of state and federal law, Board policy and Administrative regulations.

Obtains approval from the Principal for all fund raising activities.

Obtains Principal's approval in advance for all trips and contests.

**SUPERVISORY RESPONSIBILITIES:** Have all students under supervision of certified personnel at all times after school approved activities. Supervises paraprofessionals at all times.

*QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

**EDUCATION AND EXPERIENCE:** Holds a bachelor's degree in Music Education; Master's Degree or Rank I preferred.

**LICENSES AND OTHER REQUIREMENTS:** Holds a valid Kentucky Teacher Certificate for the position.

**OTHER SKILLS AND ABILITIES:** Prepares annual budget request for consideration of the Principal/Administers band program under approved budget.

Has demonstrated a high level of musicianship in both the knowledge and performance areas.

Has the ability to work with students, faculty, parents, public and others to promote effective band programs.

Has demonstrated the potential and/or ability in organizing and conducting concert band performance.

*PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. Occasionally the employee will bend or twist at the neck more than the average person. While performing the duties of this job, the employee may occasionally push or lift up to 50 pounds. The employee is directly responsible for safety, well-being, or work output of other people.

Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

*WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The noise level in the work environment is moderate to loud. Duties are performed indoors and occasionally outdoors.

*The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of all the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.*