

## ACCOMPANIST

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**QUALIFICATIONS:**

1. High school diploma or equivalency.
2. Demonstrated aptitude or competence for assigned responsibilities.
3. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

**REPORTS TO:** Supervising Teacher(s); Building Principal

**JOB GOAL:** To assist the teacher with accompanying for vocal and instrumental instructional programs and other non-teaching tasks as assigned.

**FULL/PART-TIME:** Full-time or part-time

**FLSA:** Exempt from overtime

**BOE APPROVAL:** 3/8/2021

### ESSENTIAL FUNCTIONS OF THE JOB:

1. Regular attendance and punctuality are essential functions of the job.
2. Maintains confidentiality of classroom, student, and employee information.
3. Assists with the planning process; copies, transcribes, types, files, etc.
4. Reinforces and reviews concepts and skills taught by the supervising teacher.
5. Assists students in performing activities initiated by the supervising teacher.
6. Monitors student progress in instructional programs and relates findings to the supervising teacher.
7. Construct materials designed by the supervising teacher.
8. Monitors and reinforces student performance and behavior.
9. Monitors students during times when the teacher is involved in the regular performance of professional duties or has logical emergency reasons for being out of the classroom.
10. Travel between schools as required by the job.
11. Maintains valid Kansas driver's license.
12. Ability to work with others.
13. Physical health as required for job performance.
14. Ability to work independently without supervision.
15. Follows the building dress code while being a good role model for students.
16. Perform other duties as assigned by the Superintendent or Board of Education.

### THE ACCOMPANIST MAY NOT:

1. Serve as a substitute teacher without proper licensure while performing accompanist duties.
2. Introduce completely new concepts and skills.
3. Be given primary responsibility for working with individual students.
4. Be assigned clerical duties usually performed by the supervising teacher.
5. Take full responsibility for supervising field trips, assemblies, or other non-teaching duties usually assigned to teachers.

This job description is intended to provide an overview of the requirements of the position. As such, it is not necessarily all-inclusive, and the job may require other essential and/or nonessential functions, tasks, duties, and responsibilities not listed herein. The District reserves the right to add, modify, or exclude any essential or nonessential requirement at any time with or without notice.

**ACCOMPANIST**

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**TERMS OF EMPLOYMENT:** Salary and work year to be established by the Board.

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions in Board policy *GCI – Classified Employee Evaluation*.

**PHYSICAL REQUIREMENTS OF THE JOB:** An X indicates it is a requirement.

- 1. Very rarely requires exertion beyond walking.
- 2. Very rarely requires physical exertion beyond walking or climbing stairs.
- 3. Requires prolonged (over 50% of the time) standing and walking.
- 4. Requires prolonged (over 75% of the time) standing and walking.
- 5. Occasionally requires physical exertion to manually move, lift, carry, pull, or push heavy\* objects or materials.
- 6. Frequently (over 20% of the time), requires physical exertion to manually move, lift, carry, or push heavy\* objects or materials.
- 7. Frequently (over 33% of the time), requires physical exertion to manually move, lift, carry, or push heavy\* objects or materials.
- 8. Over 50% of the time, requires physical exertion to manually move, lift, carry, or push heavy\* objects or materials.
- 9. In addition to items 5, 6, 7, or 8, occasionally requires physical exertion to manually move, lift, carry, or push heavy objects weighing more than 50 pounds.
- 10. Driving skills and physical ability required to drive vehicle.

*Note: \* "heavy" means not over 50 pounds*

I have reviewed this job description and will fulfill the duties described.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**An Equal Employment/Educational Opportunity Agency**

Unified School District 407 does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning Unified School District 407 compliance with the regulations implementing Title VI, ADA, Title IX, or Section 504 is directed to contact the Unified School District 407 Superintendent, 802 N. Main, Russell, Kansas 67665, 785-483-2173.