

## *Accompanist*

- QUALIFICATIONS:**
1. High school diploma or equivalency.
  2. Ability to work with others.
  3. Physical health as required for job performance.
  4. Ability to work independently without supervision.
  5. Demonstrated aptitude or competence for assigned responsibilities.
  6. 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.

**PERFORMANCE RESPONSIBILITIES:**

1. Regular attendance and punctuality are essential functions of the job.
2. Assists with the planning process; copies, transcribes, types, files, etc.
3. Reinforces and reviews concepts and skills taught by the supervising teacher.
4. Assists students in performing activities initiated by the supervising teacher.
5. Monitors student progress in instructional programs and relates findings to the supervising teacher.
6. Construct materials designed by the supervising teacher.
7. Monitors and reinforces student performance and behavior.
8. 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.

**THE ACCOMPANIST MAY NOT:**

1. Serve as a substitute teacher 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.

**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 the board policy on *GCI – Classified Employee Evaluation*.

**ESSENTIAL FUNCTIONS OF THE JOB:**

- Using office equipment
- Student supervision
- Ability to work with others
- Ability to work without supervision

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

- |              |   |
|--------------|---|
| _____        | 1. Very rarely requires exertion beyond walking.  |
| <u>  X  </u> | 2. Very rarely requires physical exertion beyond walking or climbing stairs.  |
| <u>  X  </u> | 3. Requires prolonged (over 50% of the time) standing and walking.  |
| _____        | 4. Requires prolonged (over 75% of the time) standing and walking.  |
| <u>  X  </u> | 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.   |
| <u>  X  </u> | 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.