

## SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

8/81	<u>TEACHER, VOCAL MUSIC, SECONDARY</u>	1.4.7.4A
Effective Date	Job Title	Index

1. Primary Function: Instructs classes in vocal music so that students develop individual and group performance skills and an understanding of music.
2. Responsible to: Building Principal or Designee.
3. Assigned Responsibilities:
  - 3.01 Teaches students to sing with well-formed vowels and a clear, free, focused, in-tune sound.
  - 3.02 Conducts rehearsals and performances--demonstrating understanding of differences in style among various types of music.
  - 3.03 Presents performances of high musical quality for the school and community in which groups are well-disciplined and make a good appearance.
  - 3.04 Uses music of high quality in a variety of types and styles.
  - 3.05 Builds and maintains a program that attracts and holds at least enough students to perform the standard literature at the assigned level with a characteristic ensemble sound and balance of parts.
  - 3.06 Identifies, diagnoses, and prescribes remediation for problems in individual and group vocal technique.
  - 3.07 Matches activities and materials to individual and group skills and needs.
  - 3.08 Designs or selects and uses planned sequences of instruction so that students acquire skills in vocal technique and music reading.
  - 3.09 Ensures that instructional activities and materials are clearly related to District, school, and department goals and objectives.
  - 3.10 Provides instruction based on designated instructional guides or develops alternate materials in prescribed District format.
  - 3.11 Establishes and maintains an orderly and supportive classroom environment in which students are actively participating and show respect for one another and for the teacher.
  - 3.12 Maximizes time when students are paying attention and working on tasks directly related to the subject matter.
  - 3.13 Conducts interesting and well-paced classes using a variety of instructional techniques.
  - 3.14 Gives clear directions and makes sure students understand what to do before undertaking assignments.
  - 3.15 Assesses, keeps track of, and provides feedback promptly and often to students on their progress and assignments.
  - 3.16 Uses a grading system that is consistent, fair, and supportable.
  - 3.17 Selects and requisitions required music, equipment, and supplies.
  - 3.18 Ensures that music and equipment are properly used, maintained, and stored, and that inventory records are accurate or current.
  - 3.19 Supervises students in out-of-classroom activities as assigned.
  - 3.20 Participates cooperatively on school, area, and district-wide activities.

## SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

8/81 <small>Effective Date</small>	<u>TEACHER, VOCAL MUSIC, SECONDARY</u> <small>Job Title</small>	1.4.7.4B <small>Index</small>
---------------------------------------	--	----------------------------------

3.21 Establishes and maintains a good working relationship with building administrators and staff--cooperating to resolve problems in a professional manner so that concerns of all parties are considered.

3.22 Follows specified standards, policies, and procedures of the building and District.

Additional Responsibilities:

3.23

3.24

3.25

4. Minimum Qualifications:

4.01 Oregon Teaching Certificate valid for assignment.

4.02 Working knowledge of the voice at the assigned level.

4.03 Conduct music accurately and expressively with self-confidence.

4.04 Sing unselfconsciously to illustrate and to demonstrate correct techniques, corrective measures, and musical expressiveness.

4.05 Strong personal musicianship.

Additional Qualifications:

4.06

4.07

4.08

5. Minimum Term of Employment: Teacher Contract.

6. Salary Level: Placement on Teacher Salary Schedule.

7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the School Board's policy on Evaluation of Professional Personnel.

Approved by: \_\_\_\_\_  
(supervisor)

Date \_\_\_\_\_

Received by: \_\_\_\_\_  
(staff member)

Date \_\_\_\_\_