

ST. JOSEPH

SCHOOL DISTRICT

Position Title: Assistant Band Director grades 6-12

Qualifications:

Required: Bachelor's Degree in Instrumental Music Education and a valid Missouri Teaching Certificate.

Preferred: A Master's Degree; Previous teaching experience

FLSA: Exempt

Salary Schedule: Per Teacher Salary Schedule

Direct Report: Building Principal/Advisor of Fine Arts

Terms of Employment: 9 month

Eligible for emergency telework: With Supervisor approval

Purpose: To develop in each pupil an appreciation of music as part of general culture; to teach techniques of instrumental music expression; to discover and develop talents of pupils in the field of music; to develop knowledge and skills in listening to and reading music.

Essential Job Functions:

- Attend work in a regular, reliable and punctual manner.
- To "telework" when requested by the District.
- Act as educational leader for students participating in extra-curricular band activities.
- Act as liaison between students, administration and parent booster groups.
- Establishes and maintains standards of pupil behavior to provide an orderly, productive environment during practice, group rehearsals and musical performances.
- Evaluates each pupil's musical growth and performance, assessing each individual's contribution to the performance of the group.
- Attend meetings of booster groups and county-wide band directors.
- Coordinate selection, distribution and maintenance of uniforms.
- Distribute and maintain school-owned instruments and equipment.
- Arrange transportation related to extra-curricular events.
- Coordinate and facilitate concerts of extra-curricular activity.
- Coordinate fundraisers with parent booster and maintain accurate records.
- Participate in appropriate competitions/adjudications.
- Collaborate with Arts colleagues on arts related functions within the school (e.g. Rehearsing/Conducting the Pit Orchestra for the Musical Theatre Production – coordinate with orchestra teacher.
- Coordinate and facilitate recruiting for the instrumental program.
- Perform other duties as assigned.

Updated 11/18/2020

LEARNING • EQUITY • COMMUNITY

ST. JOSEPH

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Employee Behavior and Conduct:

District employees shall conduct themselves in a professional manner and shall exhibit and extend such professional conduct appropriate for the circumstances to those with whom they come into contact, both internally and externally during the performance of their duties. Examples of professional conduct include, but are not limited to, being communicative, informative, fair, honest, and respectful.