

## **Job Description**

**Title: Music Teacher**

**Responsible To: Principal and School Administration**

### **Qualifications:**

1. Bachelor's Degree in Early Education or Bachelor's Degree with Teaching Certificate in subject area preferred, evidence of enrollment in an accredited college/university in completing a state approved teacher preparation program within 3 years of date of hire or in the field experience.
2. Evidence of knowledge of music curriculum and the ability to implement it.
3. Evidence of ability to interact collaboratively with students, parents, and Administration.
4. Evidence of excellent oral and written skills.
5. Must pass drug test, finger prints, and local background check.

### **Skills:**

1. Communication both written and oral
2. Decision making
3. Commitment to school's vision and mission
4. Classroom leadership
5. Organized
6. Critical thinking skills
7. Flexible
8. Team work
9. Able to get up and down from the floor or small chairs multiple times a day
10. Able to lift 25-50 pounds multiple times a day
11. Able to handle moderate to high stress levels
12. Have excellent integrity and demonstrate a strong Christian character

## **Responsibilities:**

1. Provides instruction in the skills necessary to access information in all formats to both large groups and individual students.
2. Write lesson plans and newsletters that meet the goals as set forth by the Principal and pacing guides in curriculum.
3. Teaches knowledge and skills in the music curriculum to students utilizing the course of study prescribed by the approved curriculum.
4. Adapts curriculum to the needs of the students with varying intellectual abilities, and to accommodate variety of instructional needs.
5. Evaluates each student's musical growth, performance, and musical understanding in relationship to the level being taught; communicates with homeroom teacher and Administration on individual student's progress.
6. Teaches skills in music understanding/appreciation, harmony, explorations in music and choral music in relationship to the level being taught.
7. Follow Policies and Procedures as set forth by Administration.
8. Provide a clean, safe, and nurturing classroom environment.
9. Participate in all school meetings, trainings, and orientations.
10. Complete all in-service hours on time.
11. Turn in all required paperwork on time.
12. Cooperates in school-wide supervision of students during out-of-school activities.
13. Maintain appropriate records for students.
14. Establishes and maintains standards for acceptable student behavior using appropriate techniques.
15. Strives to continuously build knowledge and skills; shares expertise with others.
16. Coordinates music programs for school assemblies, open house, parent meetings, seasonal programs, and graduation.
17. Coordinates moving up ceremonies.
18. All other duties as assigned.

Revised: 6/2014