SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

8/81	TEACHER, BAND OR ORCHESTRA, ELEMENTARY	1.4.7.1A
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1. Primary Function: Instructs classes in band or orchestra so that students develop skills in instrumental technique and music reading.

2. Responsible to: Building Principal or Designee.

3. Assigned Responsibilities:

    3.01   Recruits and holds a sufficient number of students to sustain a standard and balanced instrumentation for the succeeding middle school instrumental program.
    3.02   Collaborates with other district orchestra or band instructors to ensure continuity in enrollment from elementary to middle schools.
    3.03   Collaborates with principals and staffs of assigned buildings to establish a workable class schedule which insofar as possible accommodates the needs of each building.
    3.04   Identifies, diagnoses, and prescribes remediation for problems in individual and group instrumental technique.
    3.05   Matches activities and materials to individual and group skills and needs.
    3.06   Designs or selects and uses planned sequences of instruction for the development of instrumental technique and music reading so that students acquire the prerequisite skills for the middle school level of instruction.
    3.07   Ensures that instructional activities and materials are clearly related to District, school, and department goals and objectives.
    3.08   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.
    3.09   Maximizes time when students are paying attention and working on tasks directly related to the subject matter.
    3.10   Conducts interesting and well-paced classes using a variety of instructional techniques.
    3.11   Gives clear directions and makes sure students understand what to do before undertaking assignments.
    3.12   Assesses, keeps track of, and provides feedback promptly and often to students on their progress and assignments.
    3.13   Uses a grading system that is consistent, fair, and supportable.
    3.14   Maintains and submits upon request accurate records on enrollment, attendance, and instrumentation.
    3.15   Demonstrates correct techniques for assembly, care, and maintenance of student instruments.
    3.16   Spends Wednesday afternoon early release time working on tasks directly related to the District music program.
    3.17   Communicates with parents when students do not: (1) attend class regularly, (2) make satisfactory progress, or (3) have their instruments in good playing condition.
    3.18   Supervises students in out-of-classroom activities as assigned.

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

    3.20   Participates cooperatively on elementary festivals and other designated school, area, and district-wide activities.

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

<u>Additional Responsibilities</u>:

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4.   <u>Minimum Qualifications</u>:

    4.01   Oregon Teaching Certificate valid for assignment.

    4.02   Working knowledge of band or orchestral string instruments.

    4.03   Perform on own instrument to illustrate and demonstrate correct techniques and corrective measures.

    4.04   Strong personal musicianship.

<u>Additional Qualifications</u>:

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5.   <u>Minimum Term of Employment</u>: Teacher Contract.

6.   <u>Salary Level</u>: Placement on Teacher Salary Schedule.

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

Approved by:_____   Date_____
                (supervisor)

Received by:_____   Date_____
                (staff member)