

# NEW CANEY INDEPENDENT SCHOOL DISTRICT

**TITLE:** Band Director, High School

**QUALIFICATIONS:**

1. Bachelor's degree from an accredited college or university.
2. Valid Texas teaching certificate.
3. Knowledge of overall operation of instrumental music program.
4. Ability to manage budget and personnel.
5. Ability to interpret policy, procedures, and data
6. Strong communication, public relations, and interpersonal skills.
7. Ability to manage emotional stress in an effective and professional manner.
8. Five years teaching and band directing experience preferred.
9. Such additions and alternatives to the above qualifications as the Board of Trustees may deem appropriate and acceptable.

## **SPECIAL WORKING**

**CONDITIONS :** Frequent periods of standing. Exposure to sun, heat, cold, and inclement weather. Lifting and /or moving of equipment: risers, band instruments, audio equipment. Occasional district and state-wide travel. After-school and weekend hours are required during, but not limited to, competitive seasons. (TMEA region band, UIL Solo and Ensemble, Concert and Sight-reading.)

**REPORTS TO:** Campus Principal

**PRIMARY PURPOSE:** Direct and manage the overall program of instrumental music for the district. Provide students with an opportunity to participate in extracurricular band activities and ensure compliance with all state, University Interscholastic League (UIL), and requirements. Through the discipline of music, teach the importance of working with others, social skills, responsibility, dedication, cooperation and commitment to excellence. Plan activities to achieve district, region, and state recognition. Serve as coordinator for the instrumental music feeder system for assigned high school.

## **TERMS OF**

**EMPLOYMENT:** 187 Days

## **WAGE/HOUR**

**STATUS:** Exempt

## **MAJOR DUTIES AND RESPONSIBILITIES:**

1. Direct instrumental performers, concert band, marching band, soloists, and ensembles.
2. Establish performance requirements, enforce academic requirements, and verify each student's eligibility to participate in band.
3. Provide for band participation including concerts, football games, pep rallies, and UIL activities and/or competitions.
4. Arrange transportation and meals for out-of-town events.
5. Comply with federal and state laws, State Board of Education rule, UIL rules, and board policy in the band area.
6. Support and encourage band booster club activities through parent participation and involvement.
7. Obtain and use evaluative findings (including student achievement data) to determine program effectiveness, membership retention (75%) and ensure that program renewal is continuous and responds to student needs.
8. Recommend policies to improve program.
9. Ensure that programs are cost effective and funds are managed wisely.
10. Compile budgets and cost estimates based on documented program needs.
11. Coordinate fundraising activities and manage funds.
12. Maintain current inventory of all fixed assets within department.
13. Oversee process of cleaning, repairing, and storing all band equipment.

14. Develop and implement plans for instrumental music program and show written evidence of preparation as required.
15. Support the instructional goals and efforts as identified in the campus and district plan.
16. Prepare lessons that reflect accommodations for individual student differences.
17. Present subject matter according to guidelines established by the Texas Education Agency (TEKS), board policies, and administrative regulations.
18. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
19. Participate in developing and maintaining the vertical alignment of all aspects of the band program curriculum through active participation in middle school instrumental music activities.
20. Conduct ongoing assessments of student achievement through formal and informal testing.
21. Create an environment conducive to learning and appropriate for the physical, social, cultural and emotional development of students. This should include live performances.
22. Apply and enforce student discipline in accordance with the Student Code of Conduct and student handbook.
23. Accompany and supervise students on school sponsored trips.
24. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
25. Establish and maintain open communication by conducting conferences with parents, students, principals, and teachers.
26. Maintain professional relationship with colleagues, students, parents, and community members.
27. Participate in profession growth activities, which may include but is not limited to TMEA or TBA.
28. Meet regular and predictable attendance requirements.
29. Observe all safety rules and keep work area clean and orderly at all times.
30. Perform other duties as assigned by supervisor.

The above statements are intended to describe major job functions of this position and are not intended to represent an exhaustive list of all responsibilities, duties, and skills required. The superintendent may assign additional duties when deemed appropriate.

**EVALUATION:** Performance will be evaluated annually in accordance with provision of the Board's policy on evaluation of professional personnel.

NCISD 3/09