



EMPLOYEE NAME: \_\_\_\_\_

Revised: 8/88; 10/88; 6/92; 8/92; 1/94; 11/94; 5/95; 3/01; 10/12; 8/13; 3/14; 6/18

### JOB DESCRIPTION

<b>POSITION TITLE:</b> Teacher, Elementary School General Music	<b>JOB CODE:</b> 130
<b>DIVISION:</b> Leadership	<b>SALARY SCHEDULE:</b> Teacher
<b>DEPARTMENT:</b> Leadership	<b>WORK DAYS:</b> 188
<b>REPORTS TO:</b> Principal	<b>PAY GRADE:</b> CIT (4, 5, 6, 7)
<b>FLSA:</b> Exempt	<b>PAY FREQUENCY:</b> Monthly
<b>PRIMARY FUNCTION:</b> To provide music instruction for students and to present students in performance as a part of that instruction.	

#### REQUIREMENTS:

1.	Educational Level: Bachelor Degree
2.	Certification/License Required: Valid Georgia Teaching Certificate
3.	Experience: None
4.	Physical Activities: Routine physical activities that are required to fulfill job responsibilities
5.	Knowledge, Skills, & Abilities: Communication, instructional strategies that connect the curriculum to the learners; student management; ORFF1 certification required within the first 3 years of employment

*The Board of Education and the Superintendent may accept alternatives to some of the above requirements.*

#### ESSENTIAL DUTIES:

1.	Demonstrates prompt and regular attendance.
2.	Instructs all students and ensures each student's progress with as much individualization as possible.
3.	Presents concerts and programs as dictated by the instructional needs of the students and the valid expectations of the local school and community.
4.	Establishes a positive classroom climate and effectively manages music instruction within that environment.
5.	Plans effectively for instruction, using knowledge of subject matter as well as knowledge of the physical, emotional, and intellectual growth process of students.
6.	Selects music and music materials which are appropriate for teaching and performance, and which will contribute to the development of the student's understanding and appreciation of music.
7.	Evaluates effectively student progress in terms of the purposes of the course and grade taught.
8.	Maintains positive and supportive communication with other general music teachers within the local school cluster, as well as other music teachers within the school system.
9.	Fulfills all responsibilities of paperwork such as materials and equipment inventory, purchase orders, report cards, attendance records, music library records, etc.
10.	Meets expectations according to the regular elementary teacher job description.
11.	Maintains prompt and professional communication with parents.
12.	Performs other duties as assigned by appropriate administrator.

Signature of Employee \_\_\_\_\_ Date \_\_\_\_\_

Signature of Supervisor \_\_\_\_\_ Date \_\_\_\_\_