



EMPLOYEE NAME: _____

Revised: 1/86; 4/86; 6/92; 1/94; 12/94; 5/95; 2/97; 3/01; 10/12; 8/13; 6/18

JOB DESCRIPTION

POSITION TITLE: Teacher, High School Choral	JOB CODE: 114
DIVISION: Leadership	SALARY SCHEDULE: Teacher
DEPARTMENT: Leadership	WORK DAYS: 188
REPORTS TO: Principal	PAY GRADE: CIT (4,5,6 or 7)
FLSA: Exempt	PAY FREQUENCY: Monthly
PRIMARY FUNCTION: 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: Written and oral communication; instructional strategies that connect the curriculum to the learners; student management

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 by as much individualization as possible; establishes a positive classroom climate and effectively manages music instruction within that environment.
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.	Effectively plans for instruction using knowledge of subject matter as well as knowledge of the physical, emotional, and intellectual growth process of students by selecting 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.
5.	Effectively evaluates student progress in terms of the purposes of the course and grade taught.
6.	Maintains positive and supportive communication with other general choral music teachers within the local school cluster as well as other music teachers within the school system.
7.	Fulfills all responsibilities of paperwork such as materials and equipment inventory, purchase orders, report cards, attendance records, music library records; meets responsibilities, including presentation of performances, as may be directed by the administration.
8.	Encourages and assists worthy students in ensembles, solos, and preparation for auditions in activities, such as honor chorus, all-state groups, solo/ensemble festival, music scholarships, and the GHP.
9.	Plans, accompanies and is responsible for the chorus' performance, including behavior, at all concerts, programs, activities, and on all field trips.
10.	When applicable, provides leadership to a supportive parent organization for the enhancement of the choral program; approves the design and coordinates the purchase of uniforms.
11.	Works toward the participation of at least one performing group in High School Choral Large Group Performance Evaluation.
12.	Meets expectations according to the regular high school teacher job description.
13.	Maintains prompt and professional communication with parents.
14.	Performs other duties as assigned by appropriate administrator.

Signature of Employee _____ Date _____

Signature of Supervisor _____ Date _____