



EMPLOYEE NAME: _____

Revised: 1/86; 4/86; 10/88; 6/92; 11/94; 5/95; 2/97; 3/01; 10/12, 6/13; 6/18

JOB DESCRIPTION

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| POSITION TITLE: Teacher, High School Orchestra | 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 musical instruction for students and to present them in performance as part of that instruction. | |

REQUIREMENTS:

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| 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:

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| 1. | Demonstrates prompt and regular attendance. |
| 2. | Instructs all students on their instruments at their level and to ensure each student's progress by as much individualization as possible. |
| 3. | Presents concerts or programs as directed by the instructional needs of the students and the valid expectations of the community; selects music for performance which will further the student's musical techniques, understanding and appreciation; encourages and assists worthy students in ensembles, solos, and preparation for auditions such as GHP, Honor Orchestra, all state orchestra, and music scholarships; prepares at least one orchestra for the HS Orchestra Large Group Performance Evaluation each year. |
| 4. | Recruits or assists in recruiting an adequate number of new students in proper string instrumentation into the orchestra program to ensure its existence and to make continued improvement possible. |
| 5. | Spends a minimum average of 7 1/2 hours per week beyond the hours required of non-supplemented teacher in instructional (including performance) activities with orchestra students or in county-wide meetings and events. |
| 6. | Assists in the music program at schools other than the one of primary responsibility as directed. |
| 7. | Fulfills all responsibilities of paper work such as inventory, purchase orders, instrument check-out forms, report cards, attendance, uniform records, music, library records, and rosters; meets other responsibilities, including presentation of performances, as may be directed by the administration. |
| 8. | Provides leadership to the booster club for the enhancement of the program. |
| 9. | Coordinates purchases of uniforms. |
| 10. | Meets expectations according to the regular high school 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 _____