

EMPLOYEE NAME: _____

 Revised: 1/86; 4/86; 10/88; 6/92; 2/93; 1/94; 7/94; 11/94; 5/95; 2/97;
 4/01; 5/04; 10/12, 6/13; 6/17; 6/18

JOB DESCRIPTION

POSITION TITLE: Teacher, Middle School Orchestra	JOB CODE: 120
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:

1.	Educational Level: Bachelor Degree
2.	Certification/License Required: Valid Georgia Teaching Certification
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.	Responsible for the instructional delivery of the Cobb County School District orchestra curriculum.
3.	Instructs all students on their instruments at their level and ensures each student's progress by as much individualization as possible.
4.	Presents concerts or programs as dictated by the instructional needs of the students and the valid expectations of the community.
5.	Selects music for performances which will further the student's musical technique, understanding and appreciation.
6.	Encourages and assists worthy students in ensembles, solos, and preparation for auditions such as GHP, Honor Orchestra, All State Orchestra, and music scholarships.
7.	Prepares 7 th and 8 th grade orchestras for the Middle School Orchestra Large Group Performance Evaluation each year.
8.	Recruits an adequate number of new students in proper string instrumentation into the orchestra program to ensure its existence and to make continued improvement possible.
9.	Spends a minimum average of 7½ 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.
10.	Fulfills all responsibilities of paperwork such as inventory, purchase orders, instrument check-out forms, report cards, attendance, uniform records, music, library records, and rosters.
11.	Meets other responsibilities, including presentation of performances, as may be directed by the administration.
12.	Plans, accompanies and is responsible for the orchestra on trips to concert performances.
13.	Accompanies and is responsible for the orchestra's performance at approved civic functions such as dedications and other ceremonies.
14.	Meets expectations according to the regular middle school teacher job description.
15.	Maintains prompt and professional communication with parents.
16.	Performs other duties as assigned by appropriate administrator.

Signature of Employee _____ Date _____

Signature of Supervisor _____ Date _____