



EMPLOYEE NAME: _____

Revised: 1/86; 4/86; 6/92; 8/92; 1/94; 11/94; 5/95; 2/97; 4/01; 10/12; 8/13; 6/17; 6/18; 8/25

JOB DESCRIPTION

POSITION TITLE: Teacher, Middle School Choral	JOB CODE: 120B
DIVISION: Leadership	SALARY SCHEDULE: Teacher
DEPARTMENT: Leadership	WORK DAYS: 184
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 the instruction.	
REVISION DATE(S): 8/25	

REQUIREMENTS:

1.	Educational Level: Bachelor's 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.	Instructs all students and ensures each student's progress by 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 choral 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 other responsibilities, including presentation of performances, as may be directed by the administration.
11.	Works toward the participation of at least one performing group in Middle School Choral Large Group Performance Evaluation.
12.	Plans, accompanies and is responsible for the chorus' performance, including behavior, at all concerts, programs, activities, and on all field trips.
13.	Approves, when applicable, the design and coordinates the purchase of uniforms.
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 _____