

OAK GROVE SCHOOL DISTRICT

JOB DESCRIPTION

I. TITLE OR CLASSIFICATION

Intermediate School Teacher -- Instrumental Music

II. POSITION DESCRIPTION

As part of the Intermediate School instructional team, to provide all students enrolled in instrumental music classes with guidance, information, materials, and instruction appropriate for their continuing musical development.

A. Major Duties and Responsibilities

1. For Children
Assess pupil needs and prescribe appropriate learning activities to develop musical concepts.
2. To Parents
Prepare evaluations and communicate with parents or individual pupil progress and needs.
3. To School/Staff
Assist in selecting books, instructional aids, and supplies.
Assist in formulation and enforcement of school policies and procedures.
4. To District
Maintain competence through professional growth activities during released time.
5. Other Duties and Responsibilities
Supervise pupils in out-of-classroom activities during the school day and be involved in an equitable share of extra-curricular school and community activities.

B. Specific Responsibilities (Subject areas, etc., if applicable)

1. To canvass the school community and determine the students' needs that might be met by our staff, program, and materials. To then develop an appropriate method of instruction, utilizing not only group, but individualized approaches to learning about music. Then to encourage all students to engage in such musical activities as to demonstrate to themselves and others, the extent of their knowledge and skill development.

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- II. B. 2. To assist and counsel parents in decisions about student interest and aptitude for specialized study in music. To communicate the nature and extent of our program and instruction. To develop plans with parents for individual student growth; to communicate regularly that student's progress; and to provide some basis for the parent to judge the progress of their students as well.
- 3. To assist any staff member in selecting materials that might involve (instrumental) music and to coordinate appropriate student musical activities in the school community. To see that everything in the music program supports the schools' policies and procedures.
- 4. To attend and to help develop in-service music activities for classroom and specialist teachers.
- 5. To provide opportunities for students outside of the normal school day (Example: concerts, clinics, festivals, etc.).

III. ORGANIZATIONAL RELATIONSHIPS

(Make a note of any mixed or shared responsibility for supervision and evaluation.)

- A. Supervised by: Music Coordinator/Building Principal
- B. Evaluated by: Music Coordinator and/or Building Principal

IV. MINIMUM QUALIFICATIONS

- A. B.A. degree and General Elementary Credential.
- B. A working knowledge of school musical services, classroom activities and special programs is essential.
- C. Knowledge of current methods of instruction is necessary.
- D. Knowledge of community musical services is desirable.

V. SPECIAL CONDITIONS OF EMPLOYMENT (When applicable)

- A. Devote extra time.
- B. Operate effectively with administrators, teachers, and principals.
- C. Prepare accurate and complete records and reports.
- D. Keep up with current trends in school music.
- E. Oral expression.