

NORTH SCOTT COMMUNITY SCHOOL DISTRICT

TITLE: Accompanist

QUALIFICATIONS:

- 1. Certified on an employee’s medical examination form to be fully qualified in health for the position by a licensed physician.
- 2. High School graduation including courses in Bookkeeping, Accounting, Business English, Music, and computer application.
- 3. Demonstrated competence in tasks assigned.
- 4. Such alternatives to the above qualifications as the Board may find appropriate and acceptable

REPORTS TO: Activities Director

JOB GOAL: To assist in the smooth and efficient operation of the school music department so the maximum positive impact on the students can be realized.

PERFORMANCE RESPONSIBILITIES:

- 1. Obtains, gathers, and organizes pertinent data.
- 2. Responsible for inventory and distribution of materials.
- 3. Types and prepares instructional materials, correspondence, programs, and tickets.
- 4. Coordinates logistics associated with fieldtrips and travel.
- 5. Maintains uniforms and concert attire.
- 6. Coordinates logistics of fundraising.
- 7. Supervises students during sectionals and ensemble rehearsals.
- 8. Provides accompaniment for small groups and soloists.
- 9. Other duties as assigned by the principal.

TERMS OF EMPLOYMENT: Nine month year. Salary established by the Board.

EVALUATION: Performance of this job will be evaluated per contract language.

Approved by: \_\_\_\_\_ Date\_\_\_\_\_

Reviewed and agreed to by: \_\_\_\_\_ Date\_\_\_\_\_

(Incumbent)

(This job description contains only measurable performance responsibilities)

3/3/1/03