

**Job Title:** Dance Teacher/Drill Team

**Reports to:** High School Principal

**Dept./School:** High School

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### **Primary Purpose:**

Provide students with appropriate learning activities and experiences designed to help them fulfill their potential for intellectual, emotional, physical, and social growth. Contribute to the education program as a whole and to the growth of students involved in drill team.

Direct and manage the overall Drill Team program for the district. Provide students with an opportunity to participate in extracurricular Drill team activities and ensure compliance with all state and district requirements. Plan activities to achieve district, region and state recognition.

### **Qualifications:**

#### **Education/Certification:**

Bachelor's degree from an accredited college or university  
Valid Texas teaching certificate  
Certification in Dance 8-12

#### **Special Knowledge/Skills/Abilities:**

Knowledge of overall operation of Drill team program  
Knowledge of dance and choreography  
Ability to manage budget and personnel  
Ability to implement policy and procedures  
A skilled communicator with strong public relations and interpersonal skills  
Knowledge and skills for promoting students to post-secondary dance programs

#### **Experience:**

Experience as Drill Team Director.  
Collegiate dance experience preferred

**Major Responsibilities and Duties:****Program Planning:**

1. Direct and supervise all Dance and Drill Team performers.
2. Establish performance requirements, enforce academic requirements, and verify each student's eligibility to participate in Drill Team.
3. Provide for Drill Team participation at extracurricular events, including: football games, basketball games, pep rallies, parades, and activities.
4. Arrange transportation, lodging, and meals for out-of-town events.
5. Comply with federal and state laws, State Board of Education rules, and board policies,
6. Support Drill Team booster club activities.
7. Obtain and use evaluative findings (including student achievement data) to determine program effectiveness and ensure that program renewal is continuous and responds to student needs.
8. Recommend policies to improve program.
9. Coordinate all activities that relate to Dance studies.
10. Conduct Drill Team auditions in accordance with WSISD guidelines.

**Budget & Inventory:**

11. Ensure that programs are cost-effective and funds are managed wisely.
12. Compile budgets and cost estimates based on documented program needs.
13. Coordinate fundraising activities and manage funds.
14. Maintain a current inventory of all fixed assets within the department.

**Instruction:**

15. Develop and implement Dance and Drill Team instruction, and show written evidence of preparation as required.
16. Prepare lesson plans in accordance with district policy.
17. Present subject matter in accordance to guidelines established by the Texas Education Agency, board policies, and administrative regulations.
18. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
19. Conduct ongoing assessments of student achievement through formal and informal testing.
20. Create an environment conducive to learning and appropriate for the physical, social, and emotional development of students.

**Student Management:**

21. Apply and enforce student discipline in accordance with the Student Code of Conduct, Student Handbook, and Drill Team Constitution.
22. Accompany and supervise students on out-of-town trips.
23. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
24. Supervise all before/after school rehearsals, performances, and appearance as required.

**Communication:**

25. Establish and maintain open communication by conducting conferences with parents, students, administration, principals, and teachers.
26. Maintain professional relationships with colleagues, students, parents, and community members.

**Other Responsibilities:**

27. Perform all other tasks and duties as assigned.

**Supervisory Responsibilities:**

28. Guide and monitor the assistant drill team director.

**Mental Demands/Physical Demands/Environmental Factors:**

29. Maintain emotional control under stress. Frequent district and occasional statewide travel; prolonged and irregular hours; outdoor and indoor work; exposure to sun, heat, cold, and inclement weather; Frequent standing and walking for extended periods of time; Occasionally required to lift and/or exert force up to 35 pounds; Work environment is usually noisy.

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This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Received by \_\_\_\_\_ Date \_\_\_\_\_