

Job Description

Liberty Public School District

Extension of Duty - Band Director - Middle School

Purpose Statement

The job of Extension of Duty - Band Director - Middle School is done for the purpose/s of creating a successful band department that performs during marching bands season, festivals and competitions; symphonic band; solo and ensemble festivals. The Band Director also coordinates department events, supports band boosters and ensures MSHSAA standards are being followed.

This job reports to Director of Fine Arts

Essential Functions

- Arranges transportation, lodging and meals for all co-curricular events for the purpose of ensuring all trip necessities are provided.
- Attends and coordinates band participation at co-curricular events for the purpose of supporting, monitoring and directing students.
- Creates an environment conducive to learning for the purpose of physical, social and emotional development for students.
- Develops and coordinates off season activities for the purpose of constantly improving student skills.
- Directs all groups for the purpose of giving individualized instruction to students.
- Evaluates student performing groups for the purpose of giving valuable feedback and critique of the performances.
- Manages and coordinates with staff for the purpose of creating a unified vision of the program.
- Prepares students for District auditions and competitions for the purpose of setting students up for success, while following MSHSAA guidelines.
- Schedules individual or group sessions (e.g. solo, small ensemble, etc.) for the purpose of providing individualized instruction to enhance student skill level.
- Selects music for performances for the purpose of selecting challenging and appropriate level of material.
- Supervises students at any extra curricular events for the purpose of ensuring proper student behavior in accordance with Board policies.
- Takes all necessary and reasonable precautions for the purpose of protecting students, equipment, materials and facilities.

Other Functions

- Performs other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the work unit.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to Specific skill based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; applying pertinent laws, codes, policies, and/or regulations; coordinating activities with other schools, districts and/or agencies; facilitating program goals; organizing and communicating information and concepts; and drill technique.

KNOWLEDGE is required to perform basic math; Specific knowledge based competencies required to satisfactorily perform the functions of the job include: equipment used in activity/program; pertinent laws, codes, policies, and/or regulations; relevant professional standards and practices; basic music theory, performance, individual instrument knowledge.

ABILITY is required to schedule a number of activities, meetings, and/or events; Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a wide diversity of individuals; work with a variety of data; and utilize a variety of types of job-related equipment. Problem solving is required to identify issues and create action plans. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: communicating with persons of varied educational and cultural backgrounds; dealing with frequent interruptions; meeting deadlines and schedules; providing leadership, direction, and team building; providing opportunities for the exchange of ideas; setting priorities; and working extended hours that may include evenings and/or weekends.

Responsibility

Responsibilities include: working under limited supervision following standardized practices and/or methods; directing other persons within a small work unit; operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the organization's services.

Work Environment

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling, and some fine finger dexterity. Generally the job requires 40% sitting, 40% walking, 20% standing. The job is performed under minimal temperature variations.

Experience: Job related experience with increasing levels of responsibility is desired.

Education (Minimum): Bachelors degree in job-related area.

Education (Preferred):

Equivalency: .

Required Testing

None Specified

Certificates and Licenses

Missouri Teaching Certificate

Continuing Educ. / Training

Maintains Certificates and/or Licenses

Clearances

Criminal Justice Fingerprint/Background Clearance

FLSA Status

Exempt

Approval Date

8/8/2019

Salary Grade

See Extra Duty Salary
Schedule

Revised Date

The purpose and utilization of job descriptions in Liberty Public School District #53 are to ensure the essential functions of each position are articulated in order to create a clear understanding of job expectations for the incumbent while also providing a framework through which the recruiting, hiring, and retaining of employees may be enhanced.