

## **DINUBA UNIFIED SCHOOL DISTRICT**

### **CLASS TITLE: COLORGUARD ASSISTANT - STIPEND**

#### **BASIC FUNCTION:**

Under the direction of the Colorguard Advisor; oversee students in a variety of band and marching activities; provide a variety of technical services in support of the program; plan, organize, programs; serve as a resource to school districts and the organization in performing arts;

#### **REPRESENTATIVE DUTIES:**

##### **ESSENTIAL DUTIES:**

Oversee groups of students in Colorguard activities developed by the Band Director.

Assist a certificated teacher in reinforcing instruction to individual or small groups of students in a classroom environment, practices, performance activities.

Observe and control behavior of students according to approved procedures; report progress a regarding student performance and behavior.

Prepare and maintain a variety of records and report related to assigned activities.

Operate a variety of office equipment, including a computer and assigned software; drive a vehicle to various sites to conduct work.

##### **OTHER DUTIES:**

Perform related duties as assigned.

#### **KNOWLEDGE AND ABILITIES:**

##### **KNOWLEDGE OF:**

Color Guard, instruction and performance in the relevant area.

Interpersonal skills including tact, patience and courtesy.

Basic instructional methods and techniques.

Child guidance principles and practices.

Operation of a computer and assigned software.

Classroom procedures and appropriate student conduct.

Oral and written communication skills.

Staff development techniques.

Modern office practices, procedures and equipment.

Operation of a computer and assigned software.

Record-keeping techniques.

##### **ABILITY TO:**

Assist with the implementation of a complete Color Guard program.

Oversee performing arts events and activities.  
Communicate effectively both orally and in writing.  
Establish and maintain cooperative and effective working relationships with others.  
Reinforce instruction to individual or small groups of students as directed by the teacher/Band Director  
Meet schedules and time lines.  
Monitor, observe and report student behavior and progress according to approved policies and procedures.  
Plan and organize work.  
Learn district policies and procedures for managing student discipline and learning behaviors.  
Prepare and maintain records and reports.  
Work independently with little direction.  
Maintain records and files.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school and some college coursework performing arts, drama or related field and one-year experience in performing arts.

Incumbents must meet requirements specified under Every Student Succeeds Act (ESSA).  
Special Qualification upon hire for positions at a school site that is supported by Title I funds include:

- Completed at least two years for study at an institution of higher education OR
- Obtained an associate's or higher degree (college level) OR
- Met (pass) a rigorous standard of quality and can demonstrate, through a formal State or local academic assessment, knowledge of, and the ability to assist in instructing, reading, writing, and mathematics.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California Class C Driver's License.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Outdoor environment  
Seasonal heat and cold or adverse weather conditions  
Driving a vehicle to conduct work.

**PHYSICAL DEMANDS:**

Bending at the waist, kneeling or crouching to access materials.  
Reaching overhead, above the shoulders and horizontally.  
Hearing and speaking to exchange information.  
Seeing to read a variety of materials.  
Sitting or standing for extended periods of time.  
Lifting and carrying moderately heavy objects.

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

Board Approved: December 14, 2023