



**Job Title:** Middle School Orchestra Director Lead (Supplemental Position)

**Supervisor:** School Principal

**Terms of Employment:** This is a supplemental assignment in addition to regular teaching duties and is compensated according to the district supplement schedule. The position is a one-year appointment made at the discretion of the principal and is not guaranteed from year to year.

**Job Summary:**

- Serves as an instructional leader responsible for planning and delivering comprehensive string instruction across all grade levels.
- Ensures curriculum alignment to state and district expectations while advancing schoolwide priorities, including student achievement, musical growth, and program excellence.
- Provides positive and productive leadership aligned to the principal's vision, supports student development, and promotes meaningful learning experiences that connect musical skills to real-world applications.

**Essential Duties**

**Instructional Leadership and Program Support**

1. Plan and deliver comprehensive string instruction across all grade levels.
2. Ensure curriculum alignment to state standards and district expectations.
3. Select repertoire, organize concerts, and prepare students for performances.
4. Support recruitment, engagement, and retention of student musicians.
5. Promote student engagement and achievement through high-interest, rigorous instruction.

**Performance and Competition**

1. Coordinate field trips, competitions, and community performances.
2. Support student participation in All-County, All-Region, and All-State Auditions and Performance Events.
3. Organize and manage concert schedules and performance opportunities.

**Resource and Inventory Management**

1. Manage instrument inventory, maintenance, and student rental/purchase programs.
2. Maintain department budget and monitor expenditures in accordance with district procedures.
3. Ensure appropriate use, care, and organization of equipment, materials, and program resources.
4. Manage fundraising efforts in accordance with district procedures.

**Communication and Collaboration**

1. Communicate effectively with students and parents regarding program expectations and progress.

2. Communicate needs and program progress with school leadership.
3. Collaborate with other instructional staff to strengthen interdisciplinary connections and student learning.
4. Serve as a liaison between school administration and students/families.

### **Expectations**

1. Maintain full classroom teaching responsibilities.
2. Participate in required meetings, including district and school-based department meetings.
3. Collaborate closely with administration to align program work with school improvement goals.
4. Uphold district policies, school procedures, and professional standards.
5. Perform additional related duties as assigned by the principal in support of school improvement and student success.

### **Minimum Qualifications (Knowledge, Skills and Abilities Required)**

1. Valid South Carolina teaching certification.
2. Minimum of three years of successful classroom teaching experience (preferred).
3. Demonstrated instructional expertise, particularly in literacy and/or core content areas.
4. Strong facilitation, communication, and organizational skills.
5. Ability to lead adult learning and build capacity among peers.

### **Physical Requirements**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to stand and reach with hands and arms; walk; sit; stoop or kneel; crouch or crawl.

Additional physical requirements include the following:

- Physically capable of frequently lifting or moving up to 40 pounds
- Specific vision requirements include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to focus
- Ability to sit and stand for extended periods of time
- Manual dexterity for the purpose of using a telephone and data entry
- Read a computer screen and printed material with or without vision aids
- Hear and understand speech at normal levels and on the telephone
- Speak in audible tones so that others may understand clearly in person and on the telephone

### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Supplement Amount: \$2,500

*This job description in no way states or implies that these are the only duties to be performed by this employee. The employee will be required to follow any other instructions and to perform any other related duties as assigned by the appropriate administrator or supervisor. Horry County Schools reserves the right to update, revise or change this job description and related duties at any time without prior notice.*

