

**Policy GFBDI: Job Description: Middle School Band Director**

**Status:** DRAFT

**Original Adopted Date:** 09/15/2008 | **Last Reviewed Date:** 09/15/2008

**Job Description: Middle School Band Director**

**QUALIFICATIONS:**

1. A Bachelors Degree in education or Para-Professional credentials in compliance with MHSAA.
2. A valid Mississippi teaching certificate.
3. Strong communication, both oral and written skills, are required.
4. Strong interpersonal skills are required to establish and maintain effective working relationships with staff, students, parents and members of the community.
5. Thorough knowledge of musical instruments and band director practices and procedures.
6. Thorough knowledge of the principles and methodology of effective teaching.
7. Possess and maintain a valid driver's license.
8. Any other qualifications deemed appropriate by the Board.
9. Ability to lift, carry, push, pull 25–50 pounds.

**REPORTS TO:**

High School Band Director  
Middle School Principal

**PERSONNEL REPORTING TO THIS POSITION:**

Any assistance, if assigned. None

**JOB GOAL:**

This position is responsible for developing and leading successful beginning, intermediate, and advanced Band programs. The individual in this role is expected to model the highest standards of professional conduct and remain mindful that both the Director and students represent the Jackson County School District. Exemplary behavior and professionalism are required at all times. This position is responsible for establishing and leading the successful beginning, intermediate and advanced Band. This position shall set an example of an exceptional professional educator and be ever mindful that both Director and student represent the Jackson County School District and are expected to conduct themselves in an exemplary manner.

This position is responsible for developing an effective middle school band program while fostering self-discipline, character, teamwork, leadership, citizenship, responsibility, and academic excellence in students – helping to shape the leaders of tomorrow. The primary duties include instructing and managing the middle school instrumental music program, promoting school spirit through musical performances, and encouraging student participation. This position shall not only be responsible for the development of an effective middle school band program but the development of self-discipline, character, teamwork, leadership, citizenship, responsibility, academic excellence and the molding of the leaders of tomorrow's society. The primary duties of the person holding this position will be to instruct and manage the middle school instrumental music program; promote school spirit through musical performances; and encourage student participation.

**AREAS OF RESPONSIBILITY:**

1. Public performances
2. Band practice and activities
3. Student conduct and discipline
4. Band equipment & music library maintenance
5. Student participation and morale
6. Public relations
7. Student welfare
8. Student Eligibility

**JOB DUTIES:**

1. Instructs and plans the middle school instrumental music program.

2. Maintains and purchases instruments, music library, equipment and facilitates repair services when needed.
3. Ensures proper conduct and discipline of all student members of the band.
4. Establishes and maintains rapport with students and encourages student participation.
5. Motivates students to achieve maximum potential.
6. Provides opportunities for and supports student involvement in the promotion of school spirit.
7. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
8. Works collaboratively with staff, families, and community resources.
9. Organizes and leads appropriate after-school practices to prepare for performances and individual student development.
10. Ensures the band performs in appropriate district and/or solo and ensemble music festivals.
11. Ensures the band performs a winter music program and a spring music concert.
12. Ensures the band performs in the bleachers and on the field 2 home Middle School football games.
13. Accompanies the High School Band to all home and away High School football games for the purpose of assisting the High School Band Director with coordination of the Friday night High School Football program.
14. Interacts with the High School Band Director to ensure consistent instructional achievement between the school levels.
15. Rides bus for away performances.
16. Maintains a clean and organized band hall.
17. Maintains compliance with all rules and regulations of the Mississippi High School Activities Association.
18. Complies with and supports all school district regulations and policies.
19. Be punctual and conscientious in school attendance and participate in school-related functions as assigned by the Middle School Principal and High School Band Director.
20. Perform all other duties and responsibilities assigned by the Middle School Principal and High School Band Director.

#### **TERMS OF EMPLOYMENT:**

To be employed 9 months per year. Salary and work year to be established by Board policy GGBB

#### **EVALUATION:**

Performance in this position will be evaluated annually by the High School Band Director and Middle School Principal.

In the event the coach of this position is the Athletic Director, the Assistant Superintendent will conduct the evaluation.

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