

TRUSSVILLE CITY SCHOOLS
JOB DESCRIPTION

POSITION TITLE: BAND DIRECTOR

QUALIFICATIONS: As set by state certification authorities

REPORTS TO: Principal

SUPERVISE: Assistant Directors and Auxiliary Unit Sponsors

JOB GOAL: To guide students to achieve musical expression and understanding

EVALUATION: Trussville City Board of Education personnel Evaluation Plan

1. Develop and implement a program of instruction based upon the goals and standards of the National Association for Music Education. This includes planning and directing experiences in large performing groups, technical instruction, chamber music, listening, and music theory.
2. Create a classroom environment that is conducive to learning and appropriate to the maturity and interests of students.
3. Develop an appropriate and justifiable system for evaluation and grading of the students.
4. Prepare the band and other instrumental groups for appropriate public performances in keeping with the expectations of the school, principal, and community.
5. Stress and exemplify good citizenship.
6. Organize and discipline students at a high level during classes and at public events.
7. Work with other band directors in the school system to insure a continuous and correlated development through all levels of band instruction.
8. Prepare and distribute materials that inform students and their parents the grade requirements and band policies, i.e. handbooks or printed handouts.
9. Assume responsibility for coordinating all auxiliary or adjunct groups which perform with the band.
10. Work with the principal in preparing a program budget.

11. Follow proper purchasing procedures.
12. Work under supervision of the principal, to raise necessary funds for financing the program, soliciting and organizing parental and community assistance where deemed necessary and advisable.
13. Insure proper maintenance and use of instrumental music facilities.
14. Insure proper inventory, use and maintenance of supplies, materials, and equipment.
15. Strive to maintain good relations between the instrumental music department and the remainder of the school. Attend faculty meetings and other school functions.
16. Strive to maintain a professional and ethical image in all associations and circumstances with other directors, adjudicators, school personnel, etc.
17. Strive to maintain and improve professional competence.
18. Participate in professional learning opportunities and clinics.
19. Maintain the highest possible standards for the instrumental music program.
20. Maintain an intense and continuing interest in the welfare, safety and all around development of each student.
21. Insure fair and impartial treatment of all students in the instrumental music program.
22. Conduct field trips and outside of school activities in accordance with Board Policies
23. Strive to maintain good community relations.
24. Strive to maintain good relations with related organizations such as the cheerleaders, athletic, and booster clubs.
25. Publish and distribute a calendar of Band Events that coordinate with all other school events.

Board Approved: September 6, 2005