

### **MUSIC TEACHER**

- QUALIFICATIONS:**
1. Certificate, license, or other credential required by the Wisconsin Department of Public Instruction
  2. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

**REPORTS TO:** Building Principal

**JOB GOAL:** To develop in each pupil an appreciation of the art music as part of general culture; to teach techniques of vocal or instrumental music expression; to discover and develop talents of pupils in the field of music, to develop knowledge and skills in listening to and reading music.

**PERFORMANCE RESPONSIBILITIES:**

1. Advises teachers in the selection and use of music instructional materials;
2. Coordinates in cooperation with teachers, music instruction with other areas of the curriculum;
3. Supervises all school-wide music performances and other music performances of students when they are representing the school;
4. Provides leadership in the planning and execution of individual school concerts, recitals and other music performances;
5. Serves as a consultant in music to staff members involved in dramatics or dance activities with students;
6. Works with other staff in selecting and utilizing music materials for enrichment, recreational use, curricular support and music appreciation;
7. Plans a balanced music program and organizes daily class time so that preparation, rehearsal and instruction can be accomplished within the allotted time;
8. Utilizes repertoire of all types of music literature, including traditional and contemporary, that are appropriate for the ages and skill levels of pupils;
9. Controls the storage and use of school-owned property; makes minor adjustments and requests repairs to instruments as required;
10. Cooperates with the school administration in providing musical programs for school productions, seasonal themes and special occasions;
11. Adapts instructional material as necessary to meet student needs, aptitudes, and interests;
12. Assigns independent learning activities to students, as appropriate;
13. Assists new students in adjusting to school;
14. Assists students in establishing high standards of conduct;

15. Attends professional conferences to keep abreast of promising instructional practices;
16. Conducts demonstration classes;
17. Communicates with parents and counselors on student progress;
18. Confers with students and parents;
19. Cooperates with local health authorities on pertinent matters;
20. Coordinates interdisciplinary lessons and units;
21. Counsels students on educational and vocational opportunities;
22. Creates curriculum materials to meet learning objectives;
23. Utilizes a variety of teaching strategies;
24. Encourages students to think independently and to express original ideas;
25. Engages in curriculum planning and development;
26. Establishes an effective climate for learning;
27. Establishes learning objectives for each lesson;
28. Participates in the selection of instructional materials and textbooks;
29. Evaluates the instructional program;
30. Grades and evaluates all student work conscientiously and fairly;
31. Helps students evaluate career interests and choices;
32. Identifies and utilizes community instructional resources;
33. Implements the Board's policies on student discipline;
34. makes referrals to other professional staff members in the district;
35. Makes referrals to outside agencies and professional persons;
36. Plans and administers remedial programs in specific content area;
37. Plans and conducts educational field trips;
38. Plans supervises student testing program;
39. Plans lessons and files lesson plans with principal;
40. Refers students for exceptional education programs as appropriate;
41. Serves as class advisor;
42. Sets up special displays of student work;

- 43. Supervises on hall duty and detention as assigned;
- 44. Plans annual budget for instructional materials and supplies;
- 45. Writes reports and news articles as requested;
- 46. Performs other tasks and assumes other responsibilities within the overall scope of the position which the supervisor may assign.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's Policy on Evaluation of Professional Personnel.