

CLEVELAND INDEPENDENT SCHOOL DISTRICT

Job Description

316 EAST DALLAS STREET | CLEVELAND, TEXAS 77327 | WWW.CLEVELANDISD.ORG | 281.592.8717

TITLE:	Band Director - HS	STATUS:	Exempt (At-Will)
REPORTS TO:	Principal or Designee	TERMS:	220
DEPARTMENT:	Campus Assigned	PAY GRADE:	AD5

PRIMARY FUNCTION

Direct and manage the instrumental music and band program assigned to the campus. Provide students with appropriate learning activities and experiences designed to help them fulfill their potential for intellectual, emotional, physical, and social growth and provide an opportunity to participate in extracurricular band. Enable students to develop competencies and skills to function successfully in society.

QUALIFICATIONS

Education/Certification:

Bachelor's degree from an accredited college or university

Valid Texas teaching certificate

Demonstrated competency in instrumental music

Current first aid, cardiopulmonary resuscitation (CPR), and automatic external defibrillator (AED) certificate

Special Knowledge/Skills:

Knowledge of overall operation of instrumental music program

Knowledge of curriculum and instruction

Knowledge of state and UIL policies governing band

Ability to manage budget and personnel

Ability to instruct students and manage their behavior

Ability to interpret data

Strong communication, public relations, and interpersonal skills

Experience:

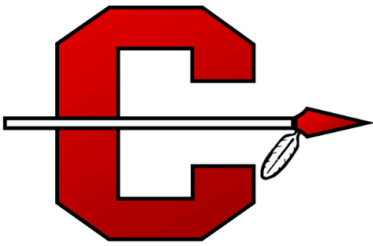
Minimum 3 years band directing experience

EVALUATION

Performance will be evaluated annually in accordance with provision of the Board's policy on evaluation of personnel.

ESSENTIAL JOB FUNCTIONS:

1. Direct instrumental performers, including marching band, orchestra, concert band, soloists, and ensembles.
2. Establish performance requirements, enforce academic requirements, and verify each student's eligibility to participate in band.



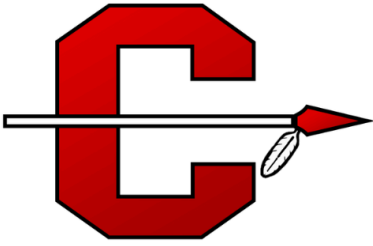
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3. Provide for band participation at extracurricular events, including concerts, football games, pep rallies, parades, and UIL.
4. Support band booster club activities.
5. Develop and implement plans that fulfill the requirements of the district's curriculum program and show written evidence of preparation as required. Prepare lessons that reflect accommodations for individual student differences.
6. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned. Present subject matter according to guidelines established by the Texas Education Agency, board policies, and administrative regulations.
7. Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
8. Work with other members of the staff to determine instructional goals, objectives, and methods according to district requirements.
9. Obtain and use evaluative findings (including student achievement data) to determine program effectiveness and ensure that program renewal is continuous and responds to student needs.
10. Conduct ongoing assessments of student achievement through formal and informal testing.
11. Be a positive role model for students and support the mission of the school district.
12. Create an environment conducive to learning and appropriate for the physical, social, and emotional development of students.
13. Manage student discipline in accordance with the Student Code of Conduct and student handbook.
14. Accompany and supervise students on out-of-town trips activities and arrange transportation, lodging, and meals for out-of-town events.
15. Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.
16. Develop and administer a budget based on documented program needs and ensure that operations are cost effective and funds are managed wisely.
17. Coordinate fundraising activities and manage funds.
18. Maintain current inventory of all fixed assets related to the program.
19. Oversee cleaning, repairing, and storing of all instruments and equipment.
20. Adhere to professional and ethical standards, in accordance with generally accepted community standards and the Texas Education Agency Code of Ethics.
21. Develop needed professional skills appropriate to job performance.
22. Maintain confidentiality.
23. Reliable attendance and punctuality.
24. Follow district safety protocols and emergency procedures.
25. Participate in staff development activities to improve job-related skills.
26. Attend and participate in staff meetings and serve on staff committees as required.
27. Comply with policies established by federal and state law, State Board of Education rule, and local board policy.



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28. Perform other duties as assigned by supervisor and the Superintendent of Schools.

WORK ENVIRONMENT

Tools/Equipment Used: Personal computer and peripherals; standard instructional equipment; automated external defibrillator (AED)

Posture: Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

Motion: Frequent walking/marching

Lifting: Regular moderate lifting and carrying (15–44 pounds); may lift and move musical instruments

Environment: Work outside and inside; exposure to extreme temperatures (hot, cold, and inclement weather), humidity, and prolonged sunlight; work on uneven or slippery surfaces; frequent exposure to noise

Mental Demands: Maintain emotional control under stress; work prolonged or irregular hours; frequent district and statewide travel

Environment: Indoors including but not limited to: classroom, cafeteria, library, or other campus location. Outdoors (exposure to sun, heat, cold, and inclement weather). Exposure to noise. May work prolonged or irregular hours. A remote location in the event of a declared emergency, temporary closure, or closure. Personal Protective Equipment may be required.

The above statements are intended to describe major job functions of this position and are not intended to represent an exhaustive list of all responsibilities, duties, and skills required. The Superintendent or designee may assign additional duties when deemed appropriate.

Special Funding: If my position is funded by grants, federal funding, or other special funding, I understand that my employment is expressly conditioned on the availability of full funding for the position. If full funding becomes unavailable my employment is subject to termination or non-renewal, as applicable.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed to the job description are representative of the knowledge, skills, ability, and physical demands required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Employee Signature

Date