



JOB DESCRIPTION
SCHOOL DISTRICT U-46
HUMAN RESOURCES

<u>Position / Title:</u> Winter Guard	
<u>Bargaining Unit:</u> NAC	<u>Department/Location:</u> HS Activities
<u>Calendar Days:</u> N/A	<u>Reports To:</u> Building Athletic/Activities Director
<u>JD Revision Date:</u> 12/11/2023	<u>Supervises:</u> N/A

Function / Position Summary

To help build and maintain a high-quality high school winter guard program, focusing on best-practice, student-focused instruction and coordinating with the band to provide opportunities for students.

Job Duties / Responsibilities

- Implement researched-based instructional strategies that engage all students, differentiating to accommodate a range of ability levels, and acknowledging a variety of cultural backgrounds in order to support student learning and growth.
- Communicate budget and spending needs with the Marching Band Director.
- Communicate effectively with parents, students, administrators, teacher colleagues, and community leaders.
- Maintain high expectations for student achievement and behavior and motivate students to work to their highest potential.
- Maintain equipment associated with the focus area.
- Demonstrate prompt and regular attendance.
- Create an environment conducive to learning and appropriate for the physical, social, and emotional development of students.
- Cultivate a positive, harassment free, instructional culture which motivates students through the use of effective communication and constructive feedback.
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Apply and enforce student discipline in accordance with the Student Code of Conduct and appropriate student handbook.
- 40 hours of specialized rehearsal.
- Competitive Season: Participate in at least 4 competitions.
-OR-
Non-competitive Season: Participate in the 14 Basketball games with Pep Band, including halftime performances.
- Provide/create specialized instructional materials/exercises/choreography.
- Maintain equipment and uniform inventory.
- Attendance at Freshman Orientation and incoming 8th Grade Night, as applicable.
- Manage finances and administrative paperwork for the production.

Education

- Bachelor's Degree in Music Education preferred
- Illinois Professional Educators License with K-12 music endorsement preferred
-OR-
- High School Diploma required

- Comparable coursework and/or previous experience teaching color/winter guard

Experience / Knowledge

- Strong musical skills required.
- Previous color guard/winter guard experience preferred.
- Previous instructional experience preferred.
- Ability to communicate clearly and concisely both in oral and written form using a variety of communication techniques and tools to ensure the appropriate flow of information, collaborative efforts, and feedback, and to conduct conferences as needed with parents, students, administrators, or other teachers.
- Strong communication, public relations, and interpersonal skills.
- Ability to effectively present information and respond to questions, inquiries, and/or complaints.
- Display courtesy, tact, and respect when dealing with others.
- Maintain appropriate confidentiality.
- Establish and maintain effective working relationships; demonstrate a commitment to teamwork.
- Ability and willingness to learn and refresh job skills through professional development in order to meet the changing needs of this position.
- Ability to react well under pressure, handle and balance multiple demands at one time, work with frequent unscheduled interruptions, and perform duties and tasks at expected levels of professionalism.
- Spanish language skills preferred.

Physical Demands

- Must be physically able to maintain the demands of an active high school winter guard program (i.e. performances, parades, equipment moves, etc.).
- Must be technically proficient in flag and rifle skills.
- Occasionally requires working in warm temperatures, including outdoors and under stage lights.
- Occasionally requires physical exertion to manually move, lift, or carry heavy materials or equipment, including chairs, music stands, podiums, and other related equipment.
- Must work in noisy and crowded environments.
- Public contact requiring appropriate business-like apparel.

Terms of Employment

- This is an Appendix F stipend position in accordance to the school year calendar.
- For Non-ETA Coaches: this position is for this year only.
- Terms of employment will be determined in collaboration with the athletic/activity director.

Employee Signature: _____ **Date:** _____