

SUPPLEMENT PERFORMANCE RESPONSIBILITIES

TITLE: Assistant Band Director (High School)

QUALIFICATIONS:

- Certified in Music 9 – 12

REPORTS TO: Band Director and Principal

SUPERVISES: Students

JOB GOAL: The goal of the assistant band director is to aid the band director in the development of aesthetic sensitivity and awareness in students through the study and performance of instrumental music.

PERFORMANCE REPONSIBILITIES:

The assistant band director may be responsible for assisting the band director as directed in the following:

- Administers and instructs assigned music courses.
- Analyzes and evaluates music to order for student study and performance.
- Designs marching drills and coordinates drills with music.
- Schedules and administers a summer band program; a pre-school band camp; daily extra school marching and sectional practice; and such other rehearsal activities as might be required to meet student needs and performance commitments.
- Supervises and/or directs performances in conjunction with:
 - Football games, pep rallies and other school and sport events (18)*.
 - Street parades and other community requests (4)*.
 - Bimonthly concerts (December through May) (3)*.
 - District and State Band Festivals (4)*.
- * Average number of performances per year.
- Works with Band Boosters to plan and implement designated assistance projects such as fund-raisers, uniform maintenance, chaperone procedures, travel arrangements, etc.
- Provides information and advice regarding items that influence the budgeting and disbursement of booster funds.
- Evaluates condition of school-owned instruments and equipment to determine repair and replacement needs.

TERMS OF EMPLOYMENT: Annual Appointment by Principal

EVALUATION: Principal or Designee

Approved by: _____ Date: _____
(Principal)

Reviewed and agreed to by: _____ Date: _____
(PRINT – Employee’s Name)

Reviewed and agreed to by: _____ Emp. ID #: _____
(Employee’s Signature)

**IRS REGULATIONS REQUIRE A WITHHOLDING RATE OF 28%
ON ALL SUPPLEMENTAL PAY AS OF JANUARY 1, 1994.**