Extra Duty - Band Assistant Director - Restricted - High School

Purpose Statement

The job of Extra Duty - Band Assistant Director - Restricted - High School is done for the purpose/s of assisting the Band Director and Assistant Director with the preparation for symphonic band and marching band seasons, festivals and competitions. The Band Assistant Restricted Director also attends practices and other preparation meetings to assist the music department.

This job reports to Director of Fine Arts

Essential Functions

- Directs marching band sectionals and symphonic band sectionals for the purpose of giving individualized instruction to students.
- Evaluates student performing groups for the purpose of giving valuable feedback and critique of the performances.
- Manages the equipment (e.g. drumline equipment, instruments, podiums, speakers, mixing boards, etc.) for the purpose of making sure all the equipment required for the event is accounted for.
- Schedules individual or group sessions (e.g. solo, small ensemble, etc.) for the purpose of individualized instruction to enhance student skill level.
- Supervises students at events for the purpose of maintaining school activities in accordance with Board Policies.

Other Functions

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to  Specific skill based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; applying pertinent laws, codes, policies, and/or regulations; coordinating activities with other schools, districts and/or agencies; facilitating program goals; organizing and communicating information and concepts; and overseeing financial transactions.

KNOWLEDGE is required to  Specific knowledge based competencies required to satisfactorily perform the functions of the job include: equipment used in activity/program; pertinent laws, codes, policies, and/or regulations; and relevant professional standards and practices.

ABILITY is required to  Flexibility is required to  Specific ability based competencies required to satisfactorily perform the functions of the job include: communicating with persons of varied educational and cultural backgrounds; dealing with frequent interruptions; meeting deadlines and schedules; providing leadership, direction, and team building; providing opportunities for the exchange of ideas; setting priorities; and working extended hours that may include evenings and/or weekends.

Responsibility

Responsibilities include: working with immediate supervision; providing information and/or advising others; operating within a defined budget. utilization of some resources from other work units is often required to perform the job’s functions. There is some opportunity to impact the organization’s services.

Work Environment

The usual and customary methods of performing the job’s functions require the following physical demands:
Generally the job requires 20% sitting, 40% walking, and 40% standing. This job is performed in a generally clean and healthy environment.

**Experience:** Job related experience is required.

**Education:** High school diploma or equivalent.

**Equivalency:**

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The purpose and utilization of job descriptions in Liberty Public School District #53 are to ensure the essential functions of each position are articulated in order to create a clear understanding of job expectations for the incumbent while also providing a framework through which the recruiting, hiring, and retaining of employees may be enhanced.