Job Description

Blue Valley School District

Music Vocal Teacher

Purpose Statement

The job of Vocal Music Teacher is done for the purpose/s of educating elementary and/or middle school students in vocal music skills according to state and district music education standards.

Essential Functions

- Ensures that all students are proficient in musical concepts and terms according to state standards by delivering creative lessons.
- Teaches students musical skills in singing, reading, writing, movement, creativity, and improvising, to build an appreciation for music and help students grow as individuals.
- Develops lesson plans, assessments, and practice materials for mastery.
- Creates and implements curriculum with staff in the building as well as across the district.
- Participates in the school culture, including building goals and discipline plan.
- Provides students with experience in performing and performance etiquette to prepare them for post-secondary success.
- Assesses student learning/skills and adjusts instruction accordingly; reports results and analyzes data in order to improve instruction and student learning.
- Communicates clearly and regularly with staff, parents, and guardians in order to best serve each student and understand individual needs.
- Establishes and enforces rules for behavior and procedures for maintaining order among students.
- Maintains accurate, complete and correct student records as required by laws, district policies and administrative regulations.

Other Functions

- May direct and organize school activities, clubs and other extracurricular activities.
- Performs administrative duties such as hall & cafeteria monitoring, and bus loading/unloading as assigned.
- Attends staff meetings and serves on staff committees, as required.
- Attends professional meetings, educational conferences, and teacher training workshops to maintain and improve professional competence.
- Performs other related duties as assigned.

Job Requirements: Minimum Qualifications
Skills, Knowledge and Abilities

SKILLS are required to perform multiple tasks with a need to routinely upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: verbal and written communication; operating standard office equipment including using pertinent software applications, preparing and maintaining accurate records; and using district approved crisis intervention techniques.

KNOWLEDGE is required to perform algebra and/or geometry; read a variety of manuals, write documents following prescribed formats, and /or present information to others; and analyze situations to define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job

include: instructional procedures and practices; stages of child development/behavior and learning styles; evidence-based practices to help children meet goals; age appropriate student activities; safety practices and procedures; conflict resolution; and crisis de-escalation techniques.

ABILITY is required to schedule activities and/or meetings; often gather, collate and/or classify data; and use job-related equipment. Flexibility is required to independently work with others in a wide variety of circumstances; analyze data utilizing defined but different processes; and operate equipment using defined methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with job-related data; and utilize a variety of job-related equipment. Problem solving is required to analyze issues and create action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is limited to moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; building effective relationships; maintaining confidentiality; preparing and maintaining accurate records; working individually and as part of a team; and working with constant interruptions.

Responsibility
Responsibilities include: working under limited supervision using standardized practices and/or methods; leading, guiding and/or coordinating others; utilization of resources from other work units is often required to perform the job's functions. There is some opportunity to significantly impact the organization's services.

Work Environment
The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Generally the job requires 40% sitting, 20% walking, and 40% standing. The job is performed under conditions with exposure to risk of injury and/or illness.

Experience: One or more years of related teaching experience preferred.

Education: Bachelor's degree in Music Education or related field.

Equivalency:

Required Testing

Certificates and Licenses
Kansas Teacher Certification

Continuing Educ./ Training

Clearances
Criminal Justice Fingerprint/Background Clearance
Kansas Certification of Health

FLSA Status	Approval Date	Salary Grade
Exempt		