

Community Consolidated School District 21 Job Description

Music Teacher

Supervisor: Building Principal

Employee Group: Teacher

Licensing Requirement:

- **Required:**
 - **Professional Educator License
Music Endorsement**

Purpose/ Description

Music candidates must have the ability and skills necessary to teach all aspects of a school music curriculum guided by the Illinois State Standards. The ideal candidate will be familiar with the concepts of a professional learning community, including the collaborative skills needed to work effectively on a team. Additionally, they will have an understanding of curriculum development and best practices for music instruction. Further, candidates will be asked to demonstrate, through discussion, knowledge of the intellectual, social, and personal skills of children as well as knowledge of diversity in learning, instruction, assessment, and classroom management.

Essential Functions

- Develops daily, weekly and unit lesson plans, in accordance with acceptable models of teaching, which take in account district policies, state guidelines, school district curriculum, philosophy, subject matter requirements, student classroom composition, societal needs and available resources.
- Plan lessons that accommodate the range of learning styles in the classroom.
- Plans for individual lessons, considering effective grouping practices and instructional methods and presents subject matter to students using a variety of instructional techniques.

Other Functions

- Performs other duties and responsibilities as assigned.

Job Requirements

Specific skill and knowledge-based competencies required to satisfactorily perform the functions of the job include:

- District curriculum and assessment systems for all students
- Federal, state, and district policies, regulations and laws pertaining to job functions
- Preparing and maintaining accurate records
- Business appropriate grammar and punctuation in English
- Reading and spoken fluency and comprehension in English
- Effective knowledge of data analysis and research methodologies
- Knowledge of effective practices supporting workplace safety
- Thorough understanding of the district's curriculum and assessment systems for all students
- Thorough understanding of district programs serving special populations
- Operation of standard office equipment, computers, and software platforms including G Suite for Education, Office Suite, student information systems, school scheduling, personnel and financial management software

Specific ability-based competencies required to satisfactorily perform the functions of the job include:

- Maintaining high standards of confidentiality
- Communicating tactfully and courteously with diverse groups

- Effectively presenting information in one-to-one and group situations
- Working independently, staying focused on tasks, and assuming responsibility for assigned projects and duties
- Making sound decisions on the basis of available information
- Maintaining accuracy of work products
- Demonstrating fiscal responsibility
- Adapting to changing work priorities
- Working collaboratively as part of a team
- Demonstrating behavior which promotes positive relationships
- Respecting opinions of others
- Demonstrating the ability to manage conflicts
- Applying common sense understanding to carry out instructions
- Maintaining professional integrity

Specific physical ability-based competencies required to satisfactorily perform the functions of the job include:

- Utilizing computer keyboards and screens to enter, retrieve, and transform information or data.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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