

Policy GFBDAEA: Job Description: Band Technical Assistant

Status: ADOPTED

Original Adopted Date: 06/15/2020 | **Last Reviewed Date:** 08/26/2022

QUALIFICATION REQUIREMENTS:

- Thorough knowledge of band fundamentals including, but not limited to, instrument pedagogy, ensemble performance, marching techniques, color guard and/or other related activities.
- Specialized skill sets related to the Band program as identified/needed by the High School Band Director
- Strong communication, both oral and written skills are required.
- Strong interpersonal skills are required to establish and maintain effective working relationships with staff, students, parents, and members of the community.
- Knowledge of the principles and methodology of effective teaching.
- Possess and maintain a valid driver's license.
- Any other qualifications deemed appropriate by the Board.
- Instructor must pay for and pass a background check prior to the start date.

REPORTS STRUCTURE:

This position reports to the High School Band Director

PERSONNEL REPORTING TO THIS POSITION:

None

JOB GOAL:

This position is responsible for providing supplemental support to the Band Director with specialized skills needed for building and improving the High School Band program and related activities. This position shall not only be responsible for assisting the Band Director in the development of an effective band program but the development of self-discipline, character, teamwork, leadership, citizenship, responsibility, academic excellence and the molding of the leaders of tomorrow's society.

The primary duties of the person holding this position will be to provide the Band Director with instruction of a specific skill set needed for a specific area of the high school music program and related activities; promote school spirit through musical, color guard or dance performances; and encourage student participation.

This position shall set an example of an exceptional professional and be ever mindful that both instructor and student represent the Jackson County School District and are expected to conduct themselves in an exemplary manner.

AREAS OF RESPONSIBILITY:

- Provide specialized instruction as identified/needed by the Band Director
- Assist and run rehearsals/practices
- Assist with student conduct
- Assist with equipment management
- Assist with student participation and morale
- Assist with public relations
- Assist with student welfare
- Assist with student supervision

JOB DUTIES:

1. To assist Band Director in the instruction and planning of the high school band program.
2. To assist Band Director to ensure proper conduct and discipline of all student members of the band.
3. To assist Band Director to establish and maintain rapport with students and encourages student participation.
4. To assist Band Director to motivate students to achieve maximum potential.
5. To assist Band Director to provide opportunities for and support student involvement in the promotion of

school spirit.

6. To assist Band Director to take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
7. To assist Band Director to work collaboratively with staff, families, and community resources.
8. To assist Band Director to maintain compliance with all rules and regulations of the Mississippi High School Activities Association.
9. To assist Band Director to comply with and support all school district regulations and policies.

TERMS OF EMPLOYMENT:

This position is considered an “at will” employee and whose services are needed only during certain times during a Band season or school year. I.E. band camp, marching band season, Indoor guard/percussion season, etc. Seasonal Supplemental salary to be established by the Band Director in accordance to Board policy GGBB.

EVALUATION:

Performance in this position will be evaluated by the High School Band Director
