



JOB DESCRIPTION

Music Teacher (K-6)

POSITION INFORMATION:

POSITION TITLE	Music Teacher (K-6th Grade)
DEPARTMENT	Teaching & Learning (Certified Staff)
LOCATION	Rock Island-Milan School District #41
FULL-TIME/PART-TIME	Full-Time
APPOINTMENT TERM	9-Months
FLSA: EXEMPT or NON-EXEMPT	Exempt
REPORTS TO: TITLE of POSITION SUPERVISOR	Building Principal
OTHER INFORMATION	Rock Island-Illinois Education Association (RI-IEA) Bargaining Agent/Agreement

POSITION SUMMARY INFORMATION:

Under the supervision of the school principal, a general music teacher is responsible for teaching music education to students in grades K-6. The music teacher helps students grow in their enjoyment, appreciation, and performance of music through various planned music experiences, including singing, moving to music, playing instruments, and listening. Responsible for instructional planning, including, but not limited to providing written lesson plans and preparation in accordance with the objectives of the instructional program in accordance with the RIMSD #41 guidelines.

Functions and Responsibilities

- Provides music instruction to students to students in K-6 using a curriculum consistent with school district goals and objectives.
- Works with school and district staff to showcase students' musical abilities and knowledge gained throughout the year
- Effect the courses of study and maintain adequate standards of achievement in their classes
- Observe their pupils for physical defects and evidence of communicable diseases. Any evidence shall be reported immediately to the principal
- Practice such discipline as a responsible parent would exercise. Acts of restraint to prevent injury to teachers or pupils shall NOT be considered corporal punishment
- Be responsible for non-classroom supervision of pupils. This responsibility includes the supervision of:
 - Student conduct in any school building area during regular school hours.

- Students during assembly or similar large groups of students during the regular school day, excluding the teacher's regularly scheduled preparation period.
- Make recommendations for retention/promotion in accordance with Board Policy.
- Leave complete lesson plans for the following day in their classroom before leaving school each day. All teachers shall provide their principal lesson plans for a week in advance when requested
- Prepare and keep up-to-date seating charts for each class.
- Keep the necessary forms for the economical and expeditious handling and recording of all books, supplies, and equipment
- Notify the administration as early as possible, following established procedures, when unable to conduct classes
- Be willing to accept extra assignments before and after school and cooperate with all school personnel to advance the education of the children in this School District.
- Make all regular reports requested by administrative officials.
- Follows all expectations required of teachers according to the RIEA Contract Agreement and RIMSD Board Policies

Required Education:

Successful completion of all student teaching requirements as well as all coursework required to obtain the appropriate teaching certificate(s) issued by the State of Illinois Board of Education.

Certifications Licenses:

Teachers must possess at least one of the following valid teaching licenses issued by the Illinois State Board of Education: a Professional Educator License (PEL), an Educator License with Stipulations (ELS), or a Substitute License.

Required Experience/Qualifications:

Successful prior teaching experience for the appropriate grade level and/or subject is a plus.

Required Knowledge, Skills, and/or Abilities

Knowledge of subject matter consistent with state certification requirements, knowledge of contemporary principles and practices of teaching, and knowledge of classroom and behavior management techniques.

Physical Demands/Work Environment:

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Generally the job requires 40% standing, 40% walking, and 20% sitting. The job is performed under minimal temperature variations and is generally a hazard free environment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Acknowledgements:

The above job description is not intended to be an all-inclusive list of duties and standards of the position. Incumbents will follow any other directives, and perform any other related duties as assigned by the Superintendent.

Supervisor/Manager Signature

Date

Employee Signature

Date