



TOPPENISH SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: Paraeducator - Piano Accompanist

IMMEDIATE SUPERVISOR: Choir Director & Building Principal

WORK DAYS AND HOURS: As Assigned

DEFINITION OF POSITION: This person will be the piano accompanist and provide paraprofessional support for the music program.

TYPICAL WORK:

Piano Accompanist for the following THS Choir classes: Chamber Choir, Symphonic Choir, Treble Choir, Concert Choir, Solo Voice, Recording Studio, and any future courses.

1. Teaching & attendance keeping of vocal classes when the director is absent.
2. Organization, maintenance, and indexing of choral music library.
3. Organization and maintenance of THS choral performance uniforms.
4. Supervision of students on school bus trips to choir performance events.
5. Writing, printing, and distributing music bulletins to parents in a timely fashion.
6. Designing, writing, printing of concert programs for choir. File one copy of the program in the historical folder.
7. Assist choir director with student supervision, and discipline as needed.
8. Accompanies vocal and Instrumental Solo/Ensemble Students.

In addition to the duties above, the music paraeducator does the following after-hours work:

- **Piano accompanying and trip supervision of HS choir classes for rehearsals and performance after school, in the evenings, on non-school days, and on weekends, including: Fall concert, Winter concert, Spring Choir Concert, Solo & Ensemble, tour performances for choir, and other performances.**
- All of the work listed above is in support of a choir program that educates 130 or more students per day.

MINIMUM QUALIFICATIONS:

- High School Diploma or recognized equivalent and two years of study at an institution of higher education or an Associate's Degree (or higher) or completion and passage of a state or local academic assessment such as the Educational Testing Service (ETS) ParaPro Assessment as documented by official ETS) ParaPro Assessment Test Score Report. Score must be at 455. - **Required**
- Possesses a Washington State Emergency Substitute Teacher Certification - **Preferred**
- High skill level as a piano accompanist.
- Must possess strong management skills to ensure that they are holding students to the THS expectations.
- Must be able to work a flexible schedule and travel when necessary for performances and school bus trips that will include non-school days and hours.
- Must possess effective organizational, accurate recordkeeping and time management skills.
- Desired characteristics include flexibility, a desire to learn new ideas and skills and willingness to receive training.
- Must possess skills necessary to work effectively in a positive manner with staff, students and families from diverse cultural, linguistic, social and economic backgrounds.
- Prior experience working in a school setting – **Preferred**
- Must complete and pass a background check through Washington State Patrol and FBI.
- Bilingual (English/Spanish) - **Preferred**
- Other duties as assigned.