

# **MUSIC TEACHER**

## **(JOB DESCRIPTION)**

St. Francis de Sales Central Catholic School is seeking a Music teacher for the 2022-23 school year. The job entails teaching WV state standards in the area of music education for grades PK-8. All applicants should send a cover letter and resume to Principal Moore at [amoore@sfccs.org](mailto:amoore@sfccs.org) or mail/deliver to his attention at St. Francis Central Catholic School, 41 Guthrie Lane, Morgantown, WV 26508. Additionally, applicants should be prepared to offer both personal and professional references.

**PAY GRADE:** St. Francis de Sales Central Catholic School Salary Schedule

**JOB TITLE:** Music Teacher (Grades PK-8)

**GENERAL SUMMARY:** Under the supervision of the building Principal, the candidate:

- is responsible for teaching music education to pupils in grades PK-8
- assists the staff of the school in the improvement and appreciation of music instruction
- helps pupils grow in their enjoyment, appreciation, and performance of music through a variety of planned music experiences which include singing, moving to music, playing of instruments and listening to music
- performs other duties directly related to the job such as directing a seasonal advent show for grades K-5, conducting a spring talent show, coaching the middle school and to perform in the WVSSAC band festival, and other duties as assigned by the building Principal

### **DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES:**

- Teaches skills in music understanding/appreciation, harmony, explorations in music and choral music to pupils.
- Plans/executes a balanced music program and organizes class time so that preparation, rehearsal and instruction can be accomplished within the allotted time.
- Provides individual and small group instruction in order to adapt the music curriculum to the needs of each pupil.
- Encourages students to develop individual musical skills to the greatest extent possible.
- Utilizes repertoire of all types of music literature, including traditional and contemporary that are appropriate for the ages and skill levels of pupils.
- Maintains care/responsibility for school-owned music, musical instruments and equipment to prevent loss or abuse.
- Makes minor adjustments and requests repairs to instruments as required.
- Evaluates each pupil's musical growth, performance, and musical understanding.
- Assesses each individual's contribution to the performance of the group.

**ADDITIONAL RELATED DUTIES/RESPONSIBILITIES:**

- Selects appropriate music, books and instructional aids to enhance learning and requisitions musical instruments and instructional supplies as necessary
- Cooperation with Building Principal and staff in providing musical programs for school assemblies, open house, parent meetings and seasonal programs
- Communicates with parents and school staff on individual student's progress.

**WORKING CONDITIONS:**

- Ability to work at a desk, conference table or in meetings of various configurations
- Ability to stand and circulate for extended periods of time
- Ability to see for purposes of reading music, correspondence, documents and printed matter and observing students
- Ability to hear and understand speech at normal levels
- Ability to communicate so others will be able to clearly understand normal conversation
- Ability to lift and carry up to 25 pounds
- Moderate to high stress level

**ENVIRONMENTAL CONDITIONS:**

- Work is predominantly in multi-purpose room/classroom, school environment.
- Temperature – normal climate.

**CONTACTS:**

- Daily contact with students, teachers and school staff
- Regular/occasional contact with parents, community members and outside agency personnel

**OCCUPATIONAL CERTIFICATES/LICENSES:**

- Holds an appropriate West Virginia Teaching Credential (Music Education) or valid emergency certification issued by the West Virginia Commission on Teacher Credentialing

**EMPLOYMENT STANDARDS:**

- Dexterity and physical condition to maintain a rigorous work schedule and meet standards of physical and mental health
- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily; reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position
- Individuals must maintain a professional attitude and appearance