

Job Summary:

The job of Vocational Instructor - Music program is done for the purpose/s of developing and maintaining curriculum to ensure student learning; training students in all areas related to music and procedures so that student learning is enhanced.

Essential Job Functions:

Conducts interviews of new students and assesses the level of their abilities for the purpose of assuring proper placement in the music program for maximum success, and assessing and monitoring students for adequate progress.
Determines/orders classroom supplies for the purpose of ensuring that the class runs efficiently and without interruption.
Develops/implements policies and procedures in individual department(s) for the purpose of ensuring that a smooth operating environment is maintained and is conducive to student learning.
Develops/maintains curriculum for the purpose of ensuring student learning.
Gives demonstrations and lectures on techniques and terminology in a classroom/lab environment for the purpose of providing information to students.
Implements a daily classroom plan for the purpose of keeping the students focused and on-task for the day.
Maintains records of student attendance and participation for the purpose of evaluating student progress.
Prepares students for and directs various musical performances throughout the year.
Teaches music performance-related attitudes and behaviors for the purpose of assisting students to develop lifelong and professional music performance skills.
Tests/evaluates achievement of students in areas of knowledge and skill for the purpose of determining if sufficient progress is being made.

Skills, Knowledge and/or Abilities:

Skills to:

teach skills to students;
organize and present material in group settings;

in the hiring process should contact our personnel office.