



**District OR-1: Home of the Panthers!**  
**Job Description: Music Education Teacher (Grades 5-12)**

**Updated: April 1, 2022**

It is the policy of District OR-1 to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

**JOB TITLE: MUSIC TEACHER (Grades 5-12)**

**REQUIREMENTS:**

- Bachelor's Degree in music education (K-12) from an accredited university or college
- Valid Nebraska Teaching Certificate with appropriate endorsement in subject area.
- Willingness to complete required training in accordance with district guidelines
- Successful teaching and/or practice teaching experience
- Such alternatives to the above qualifications as the Board of Education may find appropriate
- Successfully pass district background check

**REPORTS TO: Building Principals**

**RECEIVES GUIDANCE FROM: Building Principals**

**JOB GOAL:** To organize and facilitate a productive skills based learning environment which provides opportunities and access for students to: foster independent learning skills, understand and demonstrate content area skills and knowledge, develop effective communication skills, foster an appreciation of our culture and heritage, promote a positive classroom climate, build effective relationships, and role model respect for the rights of others. The classroom teacher shall assist the student in his/her development as a mature, able and responsible adult. The instructor will teach music education courses and lead designated music programs offered by the district in alignment with state and local curriculum standards and NSAA guidelines. Finally, the music education instructor is encouraged to promote and develop community connections and partnerships and the instructor will serve as a school liaison in developing these partnerships.

**TERMS OF EMPLOYMENT:** Nine-month year or as established by the Board of Education

**EVALUATION:** Performance of this job will be evaluated annually in accordance with the provisions of the district's Personnel Evaluation Policy

**ESSENTIAL DUTIES:**

- Consistent and punctual "on site" attendance at the worksite is an essential job function.
- Trains and leads students in school and community music programs.
- Selects and requisitions instructional materials within budget guidelines and maintains inventory records of equipment and supplies.
- Establishes and maintains high expectations for a quality music education program for students..
- Role models pride in the school and positively promotes the district and the music program.
- Collaborates with others to strengthen extracurricular programming.
- Works with students on plays, concerts, and other events that include music.
- Assigns practice and other music-related coursework and effectively assesses students on their knowledge and skills.
- Coordinates student supervision and parent volunteer support during out-of-classroom activities and events.
- Participates in faculty and/or district committees as assigned.



**District OR-1: Home of the Panthers!**  
**Job Description: Music Education Teacher (Grades 5-12)**  
**Updated: April 1, 2022**

- Accompanies students on field trips to concerts or performances or other types associated with musical performances.
- Organizes and leads planning and supervision of student contests and arranging of student performances.
- Communicates with parents through a variety of mediums to ensure clear and consistent information in a timely and effective manner.
- Identifies individual student needs and cooperates with other professional staff members in assessing and helping students solve health, interpersonal, and learning problems.
- Creates an effective environment for learning through high quality community performances such as parades, workshops, concerts, etc.
- Works cooperatively with the music booster program to identify areas of need and support.
- Teaches daily classes to instruct and rehearse within the assigned time.
- Understands potentials and skills of each student and guides individual students according to their skills.
- Evaluates student performance and provides feedback and assistance to improve their musical skills.
- Maintains lesson plans and instructional materials for students.
- Recommends maintenance and repairs for musical instruments when necessary.
- Implements and maintains student behavioral standards to ensure a productive and disciplined environment during group rehearsals, practices, and performances.
- Collaborates with school administration to organize musical programs for civic functions and school productions.
- Monitors students in and out of the classrooms.
- Maintains a safe and positive learning environment for students.
- Participates in curriculum development programs, student activities and faculty committees.
- Attends educational workshops, training and professional improvement programs to maintain professional competence.
- Maintain student grading and attendance records.
- Implements Board policy regarding education philosophy/curriculum under the direction of the administration through planning, organizing, managing, interacting with students; establishing rapport with students, staff, parents and community, and continuing professional development.
- Effectively utilizes the district instructional model.
- Implements the disciplinary procedures of the district.
- Implements “best practice” instructional strategies.
- Supervises behavior in the school environment to maintain the safety and well being of the students and staff.
- Keeps accurate records of attendance, absences and tardies.
- Uses an appropriate variety of instructional strategies.
- Makes effective use of technology.
- Communicates positive support of students in their educational development.
- Recognizes the exemplary influence of the educator over the student.
- Relates with staff, parents and community stakeholders through positive professional cooperation.
- Supervises hallways, cafeteria, study halls, and other assignments on a scheduled basis as directed.
- Prepare teaching plans and materials for all classes
- Performs other related work as required

**INTERPERSONAL SKILLS:**

- Student behavior does not detract from the effective learning climate in the classroom
- Teacher exhibits patience, openness, and concern in dealing with students
- Rapport within and outside the classroom evidences mutual respect between the students and teacher
- Teacher exhibits tact and self-control in dealing with parents



**District OR-1: Home of the Panthers!**  
**Job Description: Music Education Teacher (Grades 5-12)**  
**Updated: April 1, 2022**

- Teacher accepts feedback from administrators with self reflection and a growth mindset

**OCCASIONAL:**

- Provide opportunities for students to participate and be active in community projects
- Serve as a community liaison for the music program
- Assist students in coordinating various activities at the local, district, and state levels
- Suggests positive recommendations for the continuing review and development of curriculum
- Remains current with professional training and shows evidence of regular professional growth
- Actively participates at scheduled staff meetings and serves on educational committees
- Assumes responsibility periodically for conferences with parents
- Recognizes the extra curriculum program as integral to the educational development of the child
- Performs other duties within the scope of employment and certification as assigned by the appropriate administrator

**OTHER REQUIREMENTS (*Intellectual, Sensory*):**

- Effective oral and written communication skills
- Skills in leadership, organization, problem solving and conflict resolution
- Skills in human relations; ability to deal with a variety of people
- Ability to work under stress
- Skills in assessment and evaluation

**WORK ENVIRONMENT/ CONDITIONS:**

**The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

- Ability to work varied hours as requested including early mornings and evenings on occasion.
- Ability to work in a smoke-free and drug-free work environment.

**PHYSICAL DEMANDS:**

**The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

- Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include sitting or standing for extended periods of time.
- Strength, movement, auditory, taste/smell, and vision demands specific to the job.
- Manual dexterity to handle computer and phone requirements.