



Jupiter Christian School Band Director

Mission: Jupiter Christian School is committed to excellence in teaching the mind, reaching the heart, and inspiring servant leaders to impact the world for Jesus Christ.

Distinctives: Jupiter Christian School educates students in a **Nurturing Community** to **Excel** in life and **Engage** the world.

Job Summary: The Jupiter Christian School Teacher must be a spiritually sensitive individual who understands the mission and philosophy of Jupiter Christian School and is committed to help see it become a reality in the lives of our students by manifesting, by precept and example, the highest Christian virtue and personal decorum, serving as a Christian role model (I Timothy 4:12) both in and out of school (Luke 6:40), and as an example to parents and fellow employees in judgement, dignity, respect, and Christian living according to the Conditions of Employment outlined in the JCS Faculty Contract. The teacher must be a born again Christian with spiritual maturity in academic and leadership abilities that will enable him/her to teach God's truth. The ability to communicate well with various types of people, handle confidential information appropriately, maintain a courteous, professional, and respectful attitude and integrity in all situations are pre-requisites.

I. General Description of Duties and Responsibilities

- a. The Band/Choir Director provides leadership and oversight for all aspects of the school's music program including recruiting, retention, rehearsals, and performances. The Band/Choir Director will seek to build a strong musical tradition.

II. Essential Job Requirements

- a. a. Serve as a spiritual leader and role model to students, parents, faculty, and staff while demonstrating the fruits of a Spirit-controlled life found in Galatians.
- b. Develops clear and concise instructional lesson plans and organizes class time to provide a balanced program of preparation, instruction, and rehearsal time.
- c. Provides individual and small group instruction and adapts the curriculum to the needs of students with varying abilities.
- d. Establishes and maintains standards of pupil behavior and creates a safe, orderly, and effective environment for learning during practice, group rehearsals, and musical performances.
- e. Maintains thorough records for each student.
- f. Evaluates student performance and growth in knowledge and understandings and prepares regular progress reports.
- g. Conferences regularly with parents/guardians regarding behavior observations and the performance of students.
- h. Build music programs that attract students and that provide experiences they wish to repeat in subsequent years

- i. Specifically responsible to direct the following bands:
 - i. 4th grade beginning band
 - ii. 5th-6th concert band
 - iii. 7th-8th symphonic band
 - iv. 9th-12th high school band
- j. Establish a strong relationship with the drama department for the benefit of joint performances such as musical theatre productions
- k. Oversee rehearsal and performances
- l. Supervise budgeting, purchasing, and fundraising activities
- m. Provide opportunities for students to perform as they are able.

III. Qualifications

- a. Spiritual
 - i. Must have a clear testimony of personal faith in Jesus Christ as Savior
 - ii. Must be able to demonstrate active membership and involvement in an evangelical local church
- b. Education
 - i. Required: Bachelor's degree in music education and a valid Florida teaching certificate or an ability to convert a certificate from another state
 - ii. Preferred: Master's degree in music education and experience leading both band and choir programs
- c. Experience
 - i. Required: 3 years of full-time music program leadership

IV. Physical Requirements of the Position

- a. Must be able to see and hear well enough to operate a computer and office equipment and answer the telephone.
- b. Must have sufficient mobility and physical stamina to:
 - i. Walk around the school to visit various areas
 - ii. Drive for extended periods of time
 - iii. Sit for extended periods of time
- c. Must be able to lift and carry up to 25 pounds
- d. Must be able to speak intelligibly to audiences of varying numbers

V. Supervision

- a. Received: Secondary Principal
- b. Department Chair
- c. Given: Students

VI. Technical skills

- a. Ability to play one or more band instruments
- b. Above average typing skills
- c. Ability to use a computer, fax, telephone, and copy machine
- d. Ability to legally drive an automobile

VII. Computer software

- a. Ability to produce complex documents in Microsoft Word
- b. Ability to design Microsoft Excel spreadsheets with simple calculations

- c. Ability to produce simple projects in Microsoft PowerPoint
- d. Ability to understand and use the campus information system

VIII. Miscellaneous

- a. Must have excellent interpersonal skills
- b. Must be an effective communicator with good speaking and writing skills in English
- c. Must be able to maintain a high level of confidentiality
- d. Must be comfortable in a multi-tasking environment