



HUNTINGTON BEACH CITY SCHOOL DISTRICT

Elementary Music Teacher - Certificated

Established date: 7/28/2015

GENERAL PURPOSE

Under the supervision of a site administrator, the Vocal Music Teacher supports the implementation of a comprehensive sequential music program in the District elementary schools. Instruction shall be delivered according to a schedule mutually agreed upon between the teacher and site administration.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Provides learning experiences in music and the performing arts in a supportive, positive climate
2. Meets the Music Content Standards in the California State Arts Framework for Visual and Performing Arts
3. Uses district approved curriculum and materials
4. Provides students with basic vocal instruction – teaches students pitch, rhythm, music notation
5. Introduces students to various musical performers and styles as students learn about creating, performing, and listening to music
6. Plans and directs performances
7. Provides opportunities for students to demonstrate individually and in ensembles or large groups the skills and talents developed in the music program
8. Monitors the pacing of instruction and budgets class time efficiently by providing clear directions, outlining expectations, and organizing materials, equipment, media and resources
9. Assist with the development of student interest in and appreciation for the fine arts, specifically music
10. Assists with implementation of instruction that meets State Arts Standards
11. Assists teacher with individual and small group instruction to increase knowledge and improve musical skills – pitch, rhythm, music notation, and proper techniques
12. Assists with students, staff, parents in coordinating and planning student performances
13. Assists in organization of classroom time so preparation and instruction can be accomplished within allotted time
14. Researches and recommends selections to teacher
15. Supervises students during classroom activities and related out-of-class activities
16. Communicates with teacher on pupil progress
17. Performs other duties in related area as required

MINIMUM QUALIFICATIONS

Knowledge of:

1. Appropriate instructional strategies and proper techniques used in teaching vocal music
2. State Arts Standards
3. Variety of materials available for use in classroom instruction
4. Comprehensive knowledge of music styles, composers, performers, etc
5. Correct English usage, grammar, spelling, punctuation and composition
6. Operation of standard office equipment, including computers
7. Training and Experience:
8. Demonstrate personal skill and creative talent in music

9. Knowledge of child development
10. Previous experience teaching children vocal music
11. Current California Teaching Credential
12. Instructional strategies used in teaching proper techniques
13. MIND Music Program curriculum and instructional strategies(training will be provided)
14. Basic computer skills
15. Keyboards

Ability to:

1. Work effectively with all levels of District personnel, students and parents
2. Maintain confidentiality
3. Exercise tact and good judgment when working with students
4. Work effectively without close supervision
5. Understand and carry out oral and written instructions
6. Issue understandable instructions
7. Maintain student discipline in a classroom setting
8. Maintain accurate student records
9. Multi-task and be flexible

Education, Training and Experience:

1. Experience working with students or youth groups
2. Experience in performing in public and coordinating public performances preferred
3. Experience with the MIND Music Program (or willingness to be trained and follow prescribed program)

A typical way of obtaining the knowledges, skills, and abilities outlined above is any combination equivalent to: bachelor's degree and appropriate graduate units for specific area.

Licenses; Certificates; Special Requirements:

Valid California Teaching Credential authorizing service at the elementary level at the grade level assigned.

Some assignments may require a valid California Class C driver's license and the ability to maintain insurability under the District's vehicle insurance program.

Annual certification for CPR and First Aid are required within three months of appointment and during the course of employment.

Successful completion of a comprehensive background investigation including a review of employment history, criminal conviction record and fingerprinting is required.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to sit, walk and stand; talk and hear; use hands to finger, handle, feel or operate objects, tools or controls; reach with hands and arms; and perform repetitive movements of hands or wrists. The employee is frequently required to lift up to 30 pounds unaided.

Specific vision abilities required for this job include close vision and the ability to adjust focus, as well as:

1. Hearing and speaking to exchange information and make classroom presentations.
2. Sitting or standing for extended periods of time.
3. Reaching overhead, above the shoulders and horizontally.
4. Bending at the waist.
5. Seeing to read and explain classroom assignments.

Mental Demands

While performing the duties of this class, an employee uses written and oral communication skills; reads and interprets data, information, and documents; uses basic math; observes and interprets people and situations; learns and applies new information and skills; performs highly detailed work; deals with constant interruptions and multiple concurrent tasks; and interacts with others encountered in the course of work, including frequent contact with customers and/or the public and dissatisfied/abusive individuals.

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT

The employee works in an elementary classroom environment where the noise level ranges from moderate to loud. The employee works in an environment with considerable distraction from classroom activities.