



Monroe County Community School Corporation Job Description

JOB TITLE: High School Assistant Band Director (Teacher)

REPORTS TO: Building Principal

DEPARTMENT: Fine Arts

FLSA STATUS: Exempt

BARGAINING UNIT STATUS: Eligible

JOB SUMMARY

Supports the Band Director in delivering a comprehensive instrumental music program that promotes student achievement, musical excellence, and personal growth. Assists in the development and implementation of high-quality, competitive band program that strives for excellence in performance, adjudicated events, and community engagement. Supports the Band Director in building and sustaining a premier music program recognized for artistic achievement, student development and competitive success at the regional, state and national levels. Responsibilities include instruction, rehearsals, and performances.

QUALIFICATIONS AND SKILLS REQUIRED

Minimum Qualifications and Skills Required:

- A. **Educational Requirements:** Valid Indiana teaching license in instrumental music or appropriate content area.
- B. **Skills and Knowledge:** Knowledge of band pedagogy, music theory, rehearsal techniques, and student learning practices. Strong communication and organizational skills.
- C. **Experience:** Previous teaching or student teaching experience in music education preferred.
- D. **Certifications/Memberships:** Appropriate state licensure; participation in professional organizations preferred.
- E. **Other Preferred:** Experience with competitive marching band, concert band or other adjudicated ensemble programs. Demonstrated commitment to developing musical excellence and preparing students for high-level performances and competitions.

ESSENTIAL JOB FUNCTIONS

- Plan and deliver instruction aligned with MCCSC curriculum. Contribute to the design and execution of instructional and rehearsal strategies that promote superior performance outcomes.
- Assess student progress and adapt instruction to support learning. Assist in preparing students and ensembles for participation in festivals, contests, adjudicated performances, and other competitive events.
- Support the Band Director to develop and implement a long-term vision for a premier instrumental music program focused on musical excellence, student growth, and competitive achievement.

- Support marching band, pep band, and other ensembles, and assist with band rehearsals, concerts, competitions, and performances. Assist with coordination of competitive events, travel, logistics, and performance preparation.
- Support student recruitment, retention, and program growth efforts to strengthen the overall band program.
- Foster a culture of excellence, teamwork, discipline, and pride among student musicians.
- Stay current with best practices and emerging trends in music education and competitive band programming to support continuous program improvement.
- Maintain classroom management and positive learning environments.
- Assist in managing instruments, uniforms, and music inventory.
- Collaborate with staff, families, and community members.
- Maintain records and comply with corporation policies.
- Participate in professional development and school activities.

OTHER FUNCTIONS AND RESPONSIBILITIES

- Additional duties as assigned.

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT

- Requires standing, walking, lifting, and carrying musical equipment and materials. Ability to lift at least 25 pounds.

MENTAL DEMANDS

- Requires lesson planning, problem-solving, decision-making, and the ability to manage multiple responsibilities effectively.

FIELD/TRADE EQUIPMENT

- Musical instruments, audio equipment, computers, and instructional technology.

OFFICE EQUIPMENT

- Standard office equipment including computer, printer, and copier.

WORKING CONDITIONS

- Indoor classroom and rehearsal environments with occasional outdoor activities such as marching band practices and events.