

PLEASE POST

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PERSONNEL VACANCY NOTICE

GARY COMMUNITY SCHOOL CORPORATION

900 Gerry Street
Gary, IN 46406

M. Jones-Henderson, Executive Director
Human Resources Department

Dr. Paige McNulty, Emergency Manager

POSITION: Teacher – Instrumental Music - Band

SALARY: To Be Determined

REPORTS TO: Principal

PURPOSE STATEMENT

To motivate each pupil to acquire competencies, knowledge and skills in instrumental performance.

ESSENTIAL FUNCTIONS

The list of duties and responsibilities is illustrative only, and is not a comprehensive listing of all the duties and responsibilities performed by this position.

- Assignment includes Middle Level Instrumental Band – grades 6th, 7th, and 8th.
- Instructs pupils in use, care, and safe operation of instruments and equipment.
- Makes minor adjustments and requests repairs to equipment as required.
- Establishes and maintains standards of pupil behavior in order to provide an orderly, productive environment in the laboratory-type classroom.
- Communicates with parents and school counselors on pupil progress.
- Maintains regular attendance and punctuality.
- Assists other personnel as may be required for the purpose of ensuring an efficient and effective working environment.

SUPERVISORY RESPONSIBILITIES

Students.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge of:

- Demonstrating skills and techniques in instrumental music performance.

- Teaching assignments are organized for teamwork for performances and rehearsals; Instructional emphasis on oral, written and reading communication, music fundamentals and music history.

Skill in:

- Using a computer and related software applications.
- Using modern office equipment.

Ability to:

- Identify pupil needs and cooperate with other professional staff members in helping pupils solve health, attitude, and learning problems.
- Supervise pupils in out-of-classroom activities during the assigned working day.
- Teach and perform at a professional level.
- Personally manage evening and weekend student activities.

EDUCATION AND EXPERIENCE

Bachelor's degree (minimum). Successful teaching experience in instrumental music. Ability to teach a wide range of abilities. Experience in conducting a band. Ability to teach arranging and composition. Ability to work effectively with staff and community. Effective oral and written communication skills.

CERTIFICATION

Valid Indiana teaching license with instrumental music endorsement.

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.

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

Specific vision abilities required by this job include the ability to adjust focus.

WORK ENVIRONMENT

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.

Required Testing

- Drug Test
- Background Check

Certificates & Licenses

- See Above

METHOD OF APPLICATION:

An on-line application, to include letter of interest and resume listing training, past job experiences and responsibilities should be submitted to:

Gary Community School Corporation
www.garycsc.k12.in.us
Click on "Employment"
900 Gerry Street
Gary, IN 46406

Human Resources Department
Certified: May 12, 2020

EQUAL OPPORTUNITY EMPLOYER