



FLINT COMMUNITY SCHOOLS

*Expect **More.** Achieve **More.***

Employee Job Description

Job Title: **General/Instrumental Music Teacher**

Job Summary:

Flint Community Schools, a 2016 recipient of the VH1 Save the Music grant seeks an energetic and engaging certified music teacher interested in designing and rebuilding the instrumental music program at one or more elementary/middle schools in the district.

The instrumental music teacher plans, implements and assesses a program of instruction that adheres to the district's mission, philosophy and objectives.

Flint Community Schools, located in Flint, Michigan, is an urban public school system with about 5,400 students and 550 employees. With campuses throughout the City of Flint, the district has a long and rich tradition of community education. Flint Community Schools provide a range of academic, extended services and extracurricular activities at the elementary and secondary levels to meet the needs of our students and their families. The district's mission is to develop a community of learners who are prepared to live, work and contribute to an ever-changing society.

Essential Functions:

1. Teach instrumental music in one or more elementary/middle schools, and general music, as needed.
2. Create a classroom environment conducive to learning by employing a variety of appropriate teaching strategies.
3. Develop and effectively implement purposeful and appropriate lesson plans.
4. Teach skills in music understanding / appreciation, harmony, explorations in general and instrumental music to elementary/middle school students.
5. Utilize repertoire of all types of music literature, including traditional and contemporary that are appropriate for the age and skill level of students.
6. Maintain care/responsibility for school-owned music, musical instruments, and equipment to prevent loss or abuse.
7. Demonstrate high expectations for student achievement and behavior.
8. Present information and direct structural learning experiences so that individual students learn.
9. Address the affective needs of students.
10. Develop, in accordance with district and building guidelines, reasonable rules of classroom behavior and appropriate discipline techniques that are consistent with those rules.
11. Assess progress of students on an on-going basis.
12. Work cooperatively with parents to strengthen the educational program for their children.
13. Work cooperatively with the administration to develop and maintain positive public relations within the community.

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14. Work cooperatively with building Principal and staff in providing musical programs. Create a minimum of two culminating activities a year.
15. Keep current in subject matter knowledge, educational research, learning theory and professional development issues.
16. Instruct staff in the assigned building to use music to interrelate and integrate with the core subjects in support of content and performance standards.
17. Indicate a willingness to become involved in extra-curricular activities that extend the learning experience of students.
18. Maintain a positive attitude and a sense of humor.
19. Maintain appropriate work habits, including regular and punctual attendance and appropriate use of conference and planning time.
20. Respect the confidentiality of records and information regarding students, parents and teachers in accordance with accepted professional ethics and state and federal laws.
21. Perform those record-keeping duties necessary to maintain the accountability required for the instructional program and as required by the building principal.
22. Assist in the selection of books, equipment and other instructional materials, as requested.
23. Attend staff, department, and committee meetings as required.
24. Assist the arts education coordinator in completing mandatory grant reporting requirements.

To perform this job successfully an individual must be able to perform each essential function satisfactorily. The essential functions listed 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.

Qualifications:

Education: Valid Michigan Elementary Teacher Certification with a JX or JQ endorsement. Bachelor's Degree or higher with a music concentration. Must meet requirements for highly qualified status under NCLB and Michigan Highly Qualified Teacher standards in this subject-MTTC scores.

Skills: Willingness and ability to work cooperatively on a teaching team.

Knowledge of basic computer skills.

Knowledge and interest in common assessments/teaching methods necessary, MLT preferred.

Computer/Technology knowledge such as Microsoft Office, Internet, E-mail, Creation of web pages, on line grading program, etc. required.

Other: Residence within a 60-mile radius of the borders of the District is required; residence within the City of Flint is preferred. Newly hired employees must satisfactorily pass: 1) physical examination by a medical doctor; 2) police clearance; 3) reference check, including digital fingerprinting; and 4) 5-panel drug test. Must comply with Student Safety Initiative Legislation, as amended.

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Evaluation:

Performance of this position will be evaluated annually in accordance with provisions of the Master Teacher Contract between the Board of Education of the City of Flint, Michigan and the United Teachers of Flint, Inc.

The information contained in this job description is not an exhaustive list of the duties performed for this position. Other duties within the classification and the physical demands of the job may be assigned.

Special Job Considerations

Certification: Required Not Required Desirable

Type of Certification: Administrative Teacher Other

Bargaining Unit Position: Yes No

Salary Schedule: Teacher Salary Schedule

Reports To: Building Principal

Supervision: N/A

Physical Demands: Sedentary Work (see U.S. Department of Labor Guidelines)

Date: 8-15-2016

Statement of Assurance of Compliance with Federal Laws

It is the policy of the Flint Community Schools not to discriminate on the basis of race, color, national origin, age, gender, height, weight, disability, religion, or marital status in any of its programs, activities, or employment. Inquiries should be addressed to the:

Executive Director of Human Resources/Legal Affairs
923 E. Kearsley Street • Flint, Michigan 48503-1974 • (810) 760-1218

Translation services are available upon request, please call 760-1259

خدمات ترجمة متوفرة تحت الطلب, الرجاء أن تتصلوا على رقم الهاتف-760-1259

Ponemos a sus órdenes el servicio de traducción. Las personas interesadas, favor de llamarnos al 760-1259

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