

**Beebe School District**  
**Beebe Junior High School**

**Beebe Junior High School Band Director**

**Requirements:**

**Education/Certification:**

- Bachelor's Degree or Higher from an accredited college or university.
- Previous experience as a band director preferred.
- Certified In Instrumental Music P - 8.

**Job Title:** Teacher

**Supervisor:** Reports to the Building Principal or other appropriate School Administrator

**Contract:** 202 days

**Position Summary**

Direct and manage the overall junior high program of instrumental music and marching band for the district. The Band Director provides students with an opportunity to participate in extracurricular band activities and ensures compliance with all state and district requirements. The Band Director plans activities to achieve district, region, and state recognition. The Junior High Band Director also assists the High School Band Director as needed and directed.

**Essential Functions**

- Direct the junior high school instrumental performances including marching band, concert band, jazz band, soloists, and ensembles
- Establish performance requirements, enforces academic requirements, and verifies each student's eligibility to participate in band
- Provide for band participation at extracurricular events, including concerts, football games, basketball games, pep rallies, parades, and community events.
- Organize and implement band trips in accordance with district policy and regulations as well as student interest and ability. Arranges transportation, lodging, and meals for out-of-town events
- Comply with federal and state laws, State Board of Education rules, and School Board of Education policies
- Support band booster club activities if applicable
- Organize and conduct tryouts for the band
- Inform administration and participants of final selection
- Plans, rehearses, and directs musical experiences for the school and community.
- Cooperate with the school administration in providing music programs for school productions, graduation ceremonies, and, as appropriate, civic functions that enhance the students' performing experience
- Oversee scheduling and other arrangements for the rehearsals and concerts in cooperation with the building principal
- Prepare students and required documents for district and state auditions and competitions, and handles all arrangements
- Maintain an accurate inventory of school-owned instruments
- Control the storage and use of school-owned equipment and materials; makes minor adjustments, and requests repairs to instruments as required
- Submit budget needs annually to supervisor, in accordance with established timelines and guidelines

- Order all supplies and materials necessary for band-related activities, in accordance with established district procedures and budget allocations
- Develop and implement plans for the instrumental music program and shows written evidence of preparation, as required
- Prepare lessons that reflect accommodations for individual student differences
- Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned
- Create an environment conducive to learning and appropriate for the physical, social, and emotional development of students
- Perform other related tasks as assigned by the building administrator and other central office administrators as designated by the Superintendent

The Beebe School District has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the Beebe School District reserves the right to change this job description and/or assign tasks for the employee to perform, as the Beebe School District may deem appropriate.

It is the policy of the Beebe School District not to discriminate on the basis of age, sex, race, color, religion, national origin, or disability in its educational programs, activities, or employment practices.

*Job Description*

*Primary Location*                    **Beebe Jr. High School**  
*Salary Range*                        **Per Salary Schedule / Per Year**  
*Shift Type*                              **Full-Time**

<b>Job Contact Information</b>
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*Name*                                      **Travis Barrentine**  
*Title*                                        **Principal**  
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