



Job Description

Title: **Band & Choir Director**

Qualifications:

Westlake Christian Academy seeks an evangelical Christian who is passionate about helping students learn the joy of creating music for God's glory. Our band program is well-developed and equipped, having been under the direction of one veteran since 2001 (who is now retiring). This is a full-time position. The choral portion involves working with the high school (9-12) vocal program, which is supported by a part time music instructor who teaches 1-8. We are looking for someone who will take the leadership of our programs and continue to grow them. This person must see music instruction as a part of discipleship, preparing students for God's kingdom work.

1. Valid ACSI Teacher certification or willing to pursue
2. Previous experience in teaching instrumental & vocal music
3. Bachelor degree in music, preferably in music education
4. All general qualifications for faculty/staff

RESPONSIBILITIES

- Lead in the music instruction of the school band program, which includes three bands.
- Lead in the music instruction of the high school choral program, which includes one choir and one worship class.
- Assume administrative duties adjunct to the band and choir programs.
- Assume oversight of the musical equipment belonging to the band program.

SPECIFIC DUTIES

- Teach beginning band, including one end-of-year concert. This involves 1 full rehearsal each week. This also involves promoting, recruiting, and screening beginning band students each spring for the following year.
- Teach intermediate band, including three concerts. This involves 2 full rehearsal each week.
- All band students in grades 4-8 receive a weekly group lesson.
- Teach concert band, including three concerts plus some other performance opportunities. This involves four full rehearsals each week.
- Teach high school choir, including three concerts plus some other performance opportunities. This involves five full rehearsals each week.
- Teach an elective course on worship and leadership for students in grades 11 & 12.
- Prepare band and choir students for 2-3 festivals/competitions. This includes all administrative paper work involved.
- Assess all band and high school choir students.
- Maintain clear lines of communication with the parents of all band and high school choir students.

- Work with the administration to develop and control budgetary expenses for the band and high school choir programs, including ordering new music, new equipment, equipment repair, and trip/contest fees.
- Travel to festivals/contests as necessary.

ACCOUNTABILITY

- Answer directly to the school administrator.
- Be evaluated annually each January by the school administrator.

HOURS, HOLIDAYS, REMUNERATION

The Band Director is an exempt salaried full-time position which carries the expectation of a minimum of 40 hours work per week plus the time needed for performances and festivals. This position runs during the school year. The Band Director may take all school holidays. Salary depends upon experience and qualifications of the applicant, but the minimum is \$30,000.