

GADSDEN STATE COMMUNITY COLLEGE

JOB DESCRIPTION

Position Title: MUSIC DIRECTOR/INSTRUCTOR

Supervisor's Title: Division Chair, Fine Arts

JOB SUMMARY: Instructors are responsible for an assigned teaching load and other duties. Minimum hours, including class time and office hours, are 35 per week as Established by State Board Policy.

ESSENTIAL FUNCTIONS:

- ◆ Instruct Music-related courses.
- ◆ Direct the Gadsden State Show Band.
- ◆ Coordinate and conduct performances for the College.
- ◆ Advertise band availability for College and Community events.
- ◆ Assist in the planning for instruction; prepare course materials, objectives, syllabi, and music program design.
- ◆ Organize and maintain musical equipment as required.
- ◆ Recruit band members.
- ◆ Arrange music for the Gadsden State Show Band.
- ◆ Coordinate selection and administration of performing arts scholarships.
- ◆ Assist students out of class in their quest to master information presented.
- ◆ Incorporate various teaching methods, including the use of technology-based instruction, critical thinking activities, and service-learning experiences in all courses.
- ◆ Serve as faculty advisor to an assigned group of students.
- ◆ Serve as faculty sponsor to student organizations as assigned.
- ◆ Comply with all policies of the State Board of Education, the Department of Postsecondary Education, and the College.
- ◆ Perform other duties as assigned.

REQUIRED EDUCATION, EXPERIENCE, STANDARDS, AND TRAINING:

As per SACS Criteria 4.8.2.1

“In the associate degree program, full-time and part-time faculty members teaching credit courses in the following area: humanities/fine arts; social/behavioral sciences; and natural sciences/mathematics must have completed at least 18 graduate semester hours in the teaching discipline and hold at least a master's degree, or hold the minimum of a master's degree with a major in the teaching discipline.”

REQUIRED LICENSE, CERTIFICATION, OR SPECIAL CREDENTIALS:

Non-applicable

OTHER QUALIFICATIONS AND JOB REQUIREMENTS (Desired Profile);

- ◆ Master's degree or higher in Music
- ◆ Experience in directing band or musical ensemble
- ◆ Public performance record
- ◆ Teaching experience in a college setting
- ◆ Competency in the use of current educational technologies
- ◆ Experience with internet distance courses
- ◆ Excellent oral, written, and interpersonal skills
- ◆ Commitment to the teaching-learning process of the community college and the open-door admission process
- ◆ Commitment to all students, including those of diverse cultures and ethnic backgrounds
- ◆ Commitment to service learning
- ◆ Successful problem solving skills
- ◆ Ability to work independently
- ◆ Ability to deal effectively with students, other employees, and the public.

Reviewed by:

Employee's Signature _____ Date

Supervisor's Signature _____ Date