

**TITLE:        DIRECTOR OF HIGH SCHOOL BAND**

**QUALIFICATIONS:**        New Jersey teaching certificate

**REPORTS TO:**        Superintendent of Schools and Principal

**TERMS:**        School Year (10 Months).

**RESPONSIBILITIES INCLUDE:**

1.        Actively seek students to participate in the high school band.
2.        Instill in students a sense of pride and accomplishment for their participation in the high school band.
3.        Organize and supervise the formation of the high school band.
4.        Supervise all band related practices.
5.        Confer with Principal on all budgetary items.
6.        Maintain an active inventory of all band instruments, uniforms, etc.
7.        Submit to Superintendent an up-to-date inventory at the end of each school year.
8.        Be responsible for the security of the building during after school hours while practicing or participating in an event.
9.        Supervise the high school band during all practice sessions.
10.       Provide an attitude of good sportsmanship and proper behavior while students are taking part in any school or community event.
11.       Report accidents to building principal within twenty-four hours.
12.       Supervise the band's participation in high school football games.
13.       Supervise the band's participation in various community events as determined on a yearly basis.
14.       Supervise all band related fund raising events.
15.       Cooperate with all 'band parents' and maintain an open channel of communication.
16.       Carryout any other duties as deemed necessary; by the Superintendent and Principal as related to all band activities.