

MENIFEE COUNTY SCHOOLS

Updated effective July 1, 2025

POSITION: Band Director

POSITION SUMMARY: Provides leadership and instruction in specific Band/Music areas and works to motivate pupils to develop skills, attitudes and knowledge needed to provide a good foundation for Band students.

REPORTS TO: Principal

SUPERVISES: Band/Instructional Music Students

PERFORMANCE RESPONSIBILITIES:

1. Manages and operates the Band/Instructional Music program and works with the parents in a Band Booster program.
2. Oversees and runs the Pep Band program, collaborating with the Athletic Director, coaches, and school administration to ensure participation in sporting events, including, but not limited to, district and regional tournaments.
3. Organize and oversee summer camps for high school and middle school band students, in coordination with district and school administrative staff..
4. Assumes responsibilities for scheduling Band events, and in arranging for necessary transportation.
5. Purchases Band/Instrumental Music equipment supplies and uniforms as appropriate and provided in budget.
6. Assists the Principal in preparing the budget for the Band/Instrumental Music program.
7. Maintains a classroom environment that is conducive to learning and appropriate to the maturity and interests of students.
8. Assumes responsibility for supervising Band students in both practice and competition.
9. Assumes responsibility for storage and maintenance of Band/Instructional Music equipment.
10. Develop daily lesson plans and provide individualized and small group instruction in order to meet the needs of each student.

11. Assist in promoting Band/Instrumental Music programs in the school and community.
12. Translate lesson plans into learning experiences to best utilize the available time for instruction.
13. Evaluate pupil's progress, keep appropriate records and prepare progress reports.
14. Communicate with parents through report cards, notes, conferences and other means to discuss pupil's progress and interpret the Bank/Instrumental Music program.
15. Create an effective environment for learning through attractive displays.
16. Establish and maintain standards of pupil behavior in other school related activities.
17. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
18. Maintain professional competence through in-service education activities provided by the district and other professional growth activities.
19. Performs professional responsibilities and duties as outlined in Board policy, such as regular attendance, punctuality, attending staff meetings, serving on committees, and accepts a share of responsibility for extra-curricular activities.
20. Assists in carrying out procedures outlined in the Emergency Procedure Guide in the event of such occurrences.
21. Performs any other such duties designated by the Principal.

EDUCATION: Employee shall hold a bachelor's degree or higher and the required Kentucky certificate for the assigned position; hold a Kentucky teacher certificate for assigned position through Education Professional Standards Board.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Certified Personnel.