

**Cabell County Schools**  
**Job Description**  
**Music Teacher**

**Position:** Music Teacher: Elementary/Secondary

**Supervisor:** Principal/Assistant Principal

**Salary:** As per Cabell County pay schedule.

**Length of Employment:** 200 days

**Job Description:** An elementary or secondary music teacher is assigned to deliver a comprehensive music program in accordance with state law and West Virginia Board of Education and county policies and regulations.

**Qualifications:** Holds or qualifies for a West Virginia Professional Teaching Certificate endorsed for music at the grade levels applicable to this assignment.

**Responsibilities:**

1. To implement the program of study approved by the West Virginia Board of Education and adopted by the county Board of Education as well as complete any program mandated by the WVBOE (i.e. Teacher Induction Program).
2. To teach skills in music understanding/appreciation, harmony, explorations in music, choral and/or instrumental music to students.
3. To plan/execute a balanced music program and organize class time so that preparation, rehearsal and instruction can be accomplished within the allotted time.
4. To provide individual and small group instruction in order to adapt the music curriculum to the needs of each student to encourage students to develop individual music skills to the greatest extent possible.
5. To establish and maintain standards of student behavior to provide an orderly, productive environment during practice, group rehearsals, and music performances.
6. To utilize a repertoire of all types of music literature, including traditional and contemporary, that are appropriate for the ages and skill levels of students.
7. To maintain care/responsibility for school-owned music, musical instruments, and other equipment to prevent loss or abuse making minor adjustments and requesting repairs to instruments as required.

8. To inventory equipment and maintain proper condition and storage of equipment, materials, and supplies.
9. To provide planning time, as necessary, for requested parent, student or parent/student conferences.
10. To evaluate each student's musical growth, performance, and musical understanding by assessing each individual's contribution to the performance of the group.
11. To work collaboratively with the building principal and staff to provide musical programs for school assemblies, open house, parent meetings, ceremonies, and/or seasonal programs.
12. To prepare for and participate in school, local, and regional performances, festivals and events.
13. To prepare a budget based on the music allocation, spend funds accordingly, and maintain accurate financial records of expenditures.
14. To collaborate with other teachers to meet the goals of the school's strategic plan.
15. To accept reasonable extra duty assignments necessary for a successful school program.
16. To perform other duties and responsibilities as assigned by the principal.