



Buchanan Community Schools: Instructor of Music Education

Buchanan Community Schools is welcoming applicants for an Instructor of Music Education.

Job Description

The ideal candidate would coordinate all band activities, with the possibility of a choral component, as well.

Typical duties include, but are not limited to:

- Directing a comprehensive, dynamic, and growing band program, grades 6-12
- Working in a team-teaching environment, and delineating duties to ensure student and program success
- Directing a Flight V Marching Band in MCBA Competition
- Attending MSBOA events such as Solo & Ensemble; Marching Band Festival; Band & Orchestra Festival; as well as local membership meetings
- Designing a clear plan of assessment and evaluation for individual and ensemble achievement
- Programming and rehearsing for several annual concerts and community events
- Working closely with a vibrant and motivated Band Booster Organization
- Organizing and fostering opportunities for personal student growth through activities such as Solo & Ensemble; Honors Bands; and private lessons
- Directing additional ensembles such as Pit for the Spring Musical and Pep Band
- Maintaining and organizing a vast instrument and music inventory across two buildings
- Coordinating staffing for events such as marching band season; guest artists/clinicians; and accompanists
- Maintaining bookkeeping for multiple budgets and accounts
- Communicating clearly and effectively with administration and staff regarding band activities
- Being a positive ambassador for the Buchanan Community Schools and Band Program

The desired candidate must possess the following attributes:

- Ability to perform duties with awareness of all district requirements and Board of Education policies.
- Ability to handle complex and stressful issues or situations with sound judgment, common sense, and a calm demeanor.
- Impeccable character, and compassion for students, families, and all district staff.

Eligible candidates must meet the following qualifications:

- Bachelor or Master's degree, Music Education
- Valid Michigan teaching certificate
- Demonstrated experience in successful implementation of best teaching practices
- Marching Band experience as a lead instructor or staff member

Preferred:

- 3-5 years of teaching experience, preferably at both the middle and high school level
- Demonstrated experience in successful implementation of best teaching practices
- Brass or percussion specialist
- Competitive marching band experience

Position Details:

- Title: Instructor of Music Education
- Starting date: 2019-20 School year
- Compensation: According to union contract that can be found on the Buchanan Community Schools website. Full benefits package offered

- Posting date: June 27, 2019
- Application deadline: Will remain open until filled.

Application Process:

Applicants for the position should submit the following documents using our online application located on the Buchanan Community Schools' website and accessing the Employment link. Uploaded documents are acceptable **as one file of all scanned documents together in the area of Application Materials or as separate titled uploads in the specified areas of Application Materials and References within the online application. Please be sure to upload the following documents:**

- Letter of interest detailing the manner in which the candidate meets the qualifications and desired attributes for the position, addressed to Mrs. Stacey DeMaio, Buchanan High School Principal
- A current resume with reference contact information
- Unofficial photocopies of all university/college transcripts if applicable
- Two current (within the last three years) letters of recommendation

**Application and supporting materials should be submitted using
Buchanan Community Schools' online employment link:**

<https://www.buchananschools.com/employment/>

Application materials should be addressed to:

**Mrs. Stacey DeMaio
Superintendent of Buchanan Community Schools
401 W. Chicago St.
Buchanan, Michigan 49107**

**Questions about the position or the district can be sent to Mrs. DeMaio at:
sdemaio@buchananschools.com**

BUCHANAN BOARD OF EDUCATION STATEMENT OF ASSURANCE OF COMPLIANCE WITH FEDERAL LAW

The Buchanan Community Schools does not discriminate on the basis of race, color, national origin, sex, (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities. Coordinators for Affirmative Action and review of Federal requirements are as follows: Section 504 and ADA, Karin Falkenstein (Ottawa Early Childhood Principal, 695- 8409): Title IX, Title VI and Civil Rights, Brian Pruett (H.S. Assistant Principal, 695-8404).