



Kalkaska Public Schools

Posting / Employment Opportunity

May 3, 2023

EXTERNAL Band Instructor

Position Begins: 2023-2024 SY

Qualification Requirements

- State of Michigan Teaching Certificate with JQ or JX (Music Education) Endorsement
- Multiple endorsements preferred.
- Experience is preferred by not required.
- Must be highly qualified.

Essential Duties and Responsibilities

- Instruct students 6-12 in various woodwind, brass, and percussion instruments.
- Serve as the lead director for the middle school and high school concert bands (jazz, symphonic), pep band, and the high school marching band.
- Facilitate fundraising, band recruitment, and perform administrative duties required for a successful music program.
- Supervise and facilitate fundraisers, summer marching band camp, concerts, parades, performance trips, and other community functions as they arise.
- Maintain active participation with your students in all MSBOA activities including Marching Band Expo, Concert Band Festivals, and Solo and Ensemble Festivals.
- Keep accurate records of student growth, instrument inventory, supply accounts, repair invoices, music purchases, budgets, etc. as necessary.
- Work closely with administration, staff, students, parents, and Band Booster to plan activities and gain support for various events.
- Communicate efficiently and frequently using several platforms with each stakeholder in the KPS band to ensure the success of the program (maintain Facebook social media groups and pages).
- Plan, deliver, and assess learner instruction.
- Maintain a flexible and adaptable attitude while working in the classroom and with other staff.
- Maintain knowledge of the academic, social, and emotional needs of learners.
- Open communication with parents, colleagues, and students.
- Maintain current instructional practices in education and instructional technology.
- Maintain regular and reliable attendance.

Essential Duties and Responsibilities	<ul style="list-style-type: none"> ● Perform other duties as assigned. ● Utilize a curriculum that reflects the diverse educational, cultural and linguistic backgrounds of the students served. ● Develop professional relationships with other agencies and programs. Establish and communicate clear objectives for all learning activities. ● Observe and evaluate student’s performance. ● Possess strong motivational skills and willingness to be flexible and adapt to changing priorities and new initiatives. 		
Salary and Benefits	Determined by the contract.		
Deadline	3:00 p.m. on May 16, 2023 or until filled		
Method of Application	<p>Persons who are interested in this position should submit a letter of interest, resume, credentials/certification and list of references to:</p> <table border="0" data-bbox="347 604 1521 758"> <tr> <td data-bbox="347 604 919 758"> Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646 </td> <td data-bbox="919 604 1521 758"> Or electronically as ONE PDF document to: jobs@kpschools.com </td> </tr> </table>	Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646	Or electronically as ONE PDF document to: jobs@kpschools.com
Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646	Or electronically as ONE PDF document to: jobs@kpschools.com		
Contact Information	Please direct questions to Rick Heitmeyer at e-mail rheitmeyer@kpschools.com.		
<p>The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, height, weight, marital or family status, religion, military status, ancestry, genetic information or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.</p> <p>The following person is designated to handle inquiries regarding the non-discrimination policies of the District or to address any complaint of discrimination: Superintendent, Kalkaska Public Schools, 315 S. Coral, Kalkaska, MI 49646; 231-258-9109</p>			