CEHS Jazz Band I Conductor

TITLE: CEHS Jazz Band I Conductor

QUALIFICATIONS:

I. Hold a valid State of Maine Criminal History Records Check Approval.

II. CEHS teacher or staff member preferred.

III. An adult with a strong background in the theory and literature of the jazz idiom and in conducting successful jazz big bands.

REPORTS TO: Building Principal or Assistant Principal

SUPERVISES:

I. The Jazz Band I big band of approximately 12-20 students.

II. Parent volunteers from the booster who assist with the chaperoning and logistics of performances at jazz festivals in Maine and other New England states.

JOB GOAL:

The goal of the Jazz Band I is to provide students an experience with playing challenging jazz literature at a high level of performance expectations. Students deepen their skill in the jazz idiom in an ensemble situation, deepen their awareness of musical theory and jazz in American history, develop their individual musical skills, develop their ability to improvise (for soloists), and enhance their ability to work cooperatively with others to produce an excellent artistic product. The teamwork demands required to produce jazz music at a high level is comparable in terms of the level of cooperative work required as one finds on any athletic team.

PROFESSIONAL RESPONSIBILITIES:

I. To coordinate the overall jazz program of Cape Elizabeth High School, including the selection of directors for the other jazz bands and combos, the selection and ordering of charts for each group, and the handling of student and family issues that arise from time to time in connection with this demanding school program.

II. To prepare and oversee the Jazz Band I budget.

III. To meet on a regular basis (usually every week in the evening from approximately early October until late April) with student jazz band members to work on selected charts.

IV. To work in small groups and with individuals periodically to develop their general musical and improvisation skills.

V. To work cooperatively with the Music Boosters to gain their financial and logistical support for the work and performances of the Jazz Band I.

VI. To work through all logistics (transportation, rehearsal time and space, permission forms etc.) related to Jazz Band I rehearsals and participation in competitions.

VII. To coordinate the logistics (transportation, school facilities use, etc.) of Jazz Band I events with Community Services, custodians, and other district staff members to ensure that events happen smoothly and as designed.

VIII. To consider the strengths and needs of the student musicians to select appropriate charts to challenge and extend the musical abilities of band members.

IX. To order all music necessary for the group.

X. To communicate with parents/guardians and students, as necessary, to work through problems and circumstances that occur from time to time in an activity involving sustained and intense commitment on the part of many students.

XI. To communicate with the Principal concerning matters connected to the Junior class.

XII. Other duties assigned by the Principal.

TERMS OF EMPLOYMENT:

Twelve months per year with compensation in accordance with the fee structure of the negotiated Cape Elizabeth Education Association agreement.

EVALUATION:

The basis of the evaluation will be the extent to which the performance responsibilities of the job are successfully handled and the extent to which yearly action plans and job goals are met. The Principal or Assistant Principal will perform the evaluation.

NOTE:

The above job description reflects the general requirements necessary to describe the principal functions or responsibilities of the job identified and shall not be interpreted as a detailed description of all work requirements that may be inherent in the job, either at present or in the future.

Approved: November 9, 2010

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