



Flour Bluff Independent School District Job Description

JOB TITLE: Band Director

WAGE/HOUR STATUS: Exempt

NUMBER OF DAYS: 211

REPORTS TO: Principal & Director of Bands

DATE REVISED: 01/2025

PRIMARY PURPOSE:

- The role of the Band Director is to coordinate and administer the high school band within the policies of the district and other regulatory agencies.

QUALIFICATIONS:

- Certification as per Texas Education Agency
- PDAS Certification
- Successful teaching experience in a Music program

MAJOR RESPONSIBILITIES AND DUTIES:

1. Organizes and administers the high school band program.
2. Direct instrumental performers, including marching band, orchestra, concert band, soloist, and ensembles.
3. Establish performance requirements, enforce academic requirements, and verify each student's eligibility to participate in band.
4. Provide for band participation at extracurricular events, including concerts, football games, pep rallies, parades, and UIL.
5. Support band booster club activities.
6. Develop and implement plans that fulfill the requirements of the district's curriculum program and show written evidence of preparation as required. Prepare lessons that reflect accommodations for individual student differences.
7. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students

- assigned. Present subject matter according to guidelines established by the Texas Education Agency, board policies, and administrative regulations.
8. Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
 9. Work with other members of the staff to determine instructional goals, objectives, and methods according to district requirements.
 10. Obtain and use evaluative findings (including student achievement data) to determine program effectiveness and ensure that program renewal is continuous and responds to student needs.
 11. Conduct ongoing assessment of student achievement formal and informal testing.
 12. Be a positive role model for students and support mission of the school district.
 13. Coordinates and schedules all competitive/performance concerts.
 14. Assumes administrative responsibility for securing needed personnel at band events.
 15. Possesses ability and skill for effective communication to all facets of the school and community.
 16. Establishes and maintains effective public relations for band programs through positive and cooperative interaction with news media, booster organizations, etc.
 17. Exhibits planning, organizational, and leadership skills.
 18. Assumes responsibility for insuring music programs comply with University Interscholastic League rules and regulations and disseminates this information to the applicable directors and administrators.
 19. Demonstrates cooperativeness and flexibility in working with various components of the school and community.
 20. Represents the district at U.I.L. meetings, etc.
 21. Assist with recruitment, selection, training, supervision, and evaluation of assistant band directors.
 22. Follow district safety protocols and emergency procedures.
 23. Adheres to District procedures relative to budgeting, purchasing, and distributing equipment and supplies.
 24. Maintains effective inventory and accountability procedures for equipment, supplies, etc.
 25. Inspects band complex and equipment regularly to insure proper care and maintenance.
 26. Prepares budget for band program.
 27. Develop and administer budget based on documented program needs and ensure that operations are cost effective, and funds are managed wisely.
 28. Coordinate fundraising activities and manage funds.
 29. Maintain current inventory of all fixed assets related to the program.
 30. Oversee cleaning, repairing, and storing of all instruments and equipment.
 31. Compile, maintain, and file all reports, records, and other documents required.

32. Supervises student conduct effectively and adheres to district policies related to disciplinary actions, records, parent contacts, etc.
33. Assists in supervising extra-curricular events.
34. Create an environment conducive to learning and appropriate for physical, social, and emotional development of students.
35. Manage student discipline in accordance with the Student Code of Conduct and student Handbook.
36. Accompany and supervise students on out-of-town trips activities and arrange transportation, lodging, and meals for out-of-town events.
37. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
38. Pursue professional development activities.
39. Adheres to professional channels in communicating ideas, concerns, etc.
40. Exhibits punctuality and dependability in attending meetings, reading and responding to District communication, etc.
41. Adheres to Professional Ethical Standards in relationship to students, parents, patrons, teachers, and administrators.
42. Accepts and performs additional school related assignments in a positive and efficient manner.
43. Participate in staff development activities to improve job-related skills.
44. Attend and participate in faculty meetings and serve on staff committees as required.
45. Comply with deferral and state laws, State Board of Education rule, UIL rules, and board policy in the band area.
46. Use appropriate and effective techniques for community and parent involvement.
47. Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.
48. Perform other duties as assigned.

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used:

Personal computer and peripherals; standard instructional equipment; automated external defibrillator (AED)

Posture:

Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting.

Motion:

Frequent walking/marching

Lifting:

Regular moderate lifting and carrying (15–44 pounds); may lift and move musical instruments.

Environment:

Work outside and inside; exposure to extreme temperatures (hot, cold, and inclement weather), humidity, and prolonged sunlight; work on uneven or slippery surfaces; frequent exposure to noise.

Mental Demands:

Maintain emotional control under stress; work prolonged or irregular hours; frequent district and statewide travel.

The above statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list.