

## Music Aide – Royster Middle School

Chanute Public Schools is looking for a Music Aide for the 2020-2021 school year.

***Must be highly proficient at playing the piano and accompanying choirs and solos/small ensembles as well as highly motivated to help students learn to become better singers. Must be willing and able to help lead warm-ups at the start of rehearsals and follow the directions of the music director. Will be expected to perform with the various choirs at a minimum of 2 evening concerts. Will be expected to accompany the choir and various solos/ensembles at a minimum of 1 music festival and at least 2 choir tours around the city. Must be flexible in regards to responsibilities during musical season.***

**Please go to:** <https://chanute.tedk12.com/hire/index.aspx>

Click on the “Apply” button next to the position you want to apply for.

If this is your first time applying for a position at USD 413, Chanute Public Schools, you will need to register. Under “I am a new applicant” you will see a button “Create New Account and Apply”, click on this button to create your an account.

Once you have registered you are in the system. When the time comes that you would like to apply for a different position, all you have to do is login and you are good to go. Once logged in you also have the ability to make changes your application if you would like to.

### MUSIC AIDE JOB DESCRIPTION

**PURPOSE:** The Music Aide provides accompaniment for the school choir and assists the Music Instructor in creating a positive learning environment for students. To accomplish these tasks, the Music Aide works closely with the staff and administration of U.S.D. No. 413.

**RESPONSIBLE TO:** Principal

**PAYMENT RATE:** Set by Board of Education

**QUALIFICATIONS:**

1. High school diploma or equivalent.
2. Health and inoculation certificate on file in the Central Office (after employment offer is made).
3. Experience and skill as a pianist.
4. Desire to continue career improvement.

ESSENTIAL FUNCTIONS:

1. Provide accompaniment for the school choir.
2. Assist in creating a positive learning environment for students.
3. Ensure that all activities conform to district guidelines.
4. Communicate effectively with members of the school district and community.
5. React to change productively and handle other tasks as assigned.
6. Appropriately operate all equipment and musical instruments as required.
7. Support the value of an education.
8. Support the philosophy and mission of U.S.D. No. 413.

PHYSICAL REQUIREMENTS/ENVIRONMENTAL CONDITIONS:

1. Requires prolonged sitting or standing.
2. Occasionally requires physical exertion to manually move, lift, carry, pull, or push heavy objects or materials.
3. Occasionally requires stooping, bending, and reaching.
4. Some travel required.
5. Must work in noisy and crowded environments.

GENERAL RESPONSIBILITIES:

1. Assist in the instruction and supervision of students in class, at rehearsals, and at performances.
2. Tutor students as directed.
3. Prepare instructional materials and supplies.
4. Assist in the maintenance and inventory of equipment and supplies.
5. Accompany the choir during rehearsal and at performance.
6. Perform at concerts, festivals and community performances.
7. Offer opinions regarding musical style and interpretation.
8. Assist substitute instructors.
9. Work effectively with students, teachers, parents, community agencies, and other groups.

10. See that district policies are observed during all activities.
11. Keep abreast of new information, innovative ideas and techniques.
12. Adhere to all district health and safety policies, including all precautions of the bloodborne pathogens exposure control plan.
13. Other duties as assigned by the music instructor or administrative staff.