

ISSAQUAH SCHOOL DISTRICT JOB DESCRIPTION

TITLE: Musical Director

DEPARTMENT: Activities

REPORTS TO: Building Principal

POSITION SUMMARY: This position is responsible for planning and providing direction to the Musical at Pine Lake Middle School. It is a supervisory responsibility of all school employees to supervise students and to assist in maintaining a safe environment.

ESSENTIAL FUNCTIONS:

- Work with the music director, choreographer, lead set design and student tech crews.
- Prepare, train, lead production team to rehearse and produce a student musical production.
- Teach/work with 6th – 8th grade students of all abilities.
- Bring creative ideas and suggestions to the table involving musical selection, set and tech design.
- Schedule rehearsal to maximize quality of rehearsals/final product on a tight timeline.
- Organize/communicate with parent volunteers.
- Possess knowledge of and adhere to Governing Policies and District Regulations and Procedures.
- Participate in special projects as assigned and perform related duties and key responsibilities consistent with the scope and intent of the position.

QUALIFICATIONS:

Working Conditions & Physical Requirements

Must have the ability to sit and stand for extended periods of time; exhibit manual dexterity to dial a telephone, see and read a computer screen and printed material with or without vision aids; hear and understand speech at normal levels, outdoors and on the telephone; speak in audible tones so that others may understand clearly; physical agility to lift up to 25 pounds to shoulder height and 50 pounds to waist height; and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in a school environment or outdoors. Duties may be occasionally performed on field trips away from school. The noise level in the work environment is usually moderate.

EDUCATION: High school diploma or equivalent.

EXPERIENCE: Job related experience is desired.

REQUIRED TESTING: None Required

CERTIFICATES AND LICENSES: None Required

CONTINUING EDUCATION/TRAINING: None Specified

CLEARANCES: Criminal Justice fingerprint/Background Clearance

FLSA STATUS: Non-exempt

BARGAINING UNIT: Unrepresented

I have reviewed the job description, been allowed to ask questions, and can perform all job required Essential Functions with or without an accommodation(s).

Name (sign)

Name (print)

Date