

WINDSOR UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: Instructional Paraprofessional - Music

DEFINITION: Under the general direction of the site administrator, acts as a paraprofessional music instructor, and manages and maintains the music program and materials.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

- Develops and maintains a music program suitable for students. Provides environment for both learning and enjoyment
- Develops and presents lessons to classes that introduce students to music and develop an appreciation for the arts
- Provides two school-wide concerts: winter and spring
- Teaches note reading, rhythm activities, and creative movement
- Provides recorder instruction
- Assists students with the development of a sensitivity to the expressive qualities of music and to increase their aural awareness
- Assists students in understanding the elements and structure of music
- Participates in professional meetings and activities
- Assesses student performance and modifies instruction appropriately
- Performs other related work as required

REQUIRED QUALIFICATIONS

KNOWLEDGE OF:

- Music
- History of music
- Instrumental music w/emphasis in the recorder
- Choral performances

ABILITY To:

- Maintain a healthy classroom environment
- Prepare music lessons and present classroom experiences
- Maintain music program and materials
- Relate positively with students, staff, and the public
- Maintain the confidentiality of school related information
- Maintain a cooperative relationship with those contacted in the course of work

REQUIRED EXPERIENCE AND EDUCATION

EXPERIENCE:

- One year working with children
- One year in a musical setting, or one year experience with similar responsibilities preferred

EDUCATION:

- High school or equivalent

REQUIRED LICENSES/CERTIFICATES:

- Must successfully pass the Instructional Assistant Proficiency exam prior to employment
- Possess or obtain a Red Cross recognized first aid certificate of successful completion of a first aid course within three (3) months after employment
- Possess or obtain CPR certificate within three (3) months after employment

DESIRABLE QUALIFICATIONS:

- Ability to communicate in Spanish

First Reading: 8/04/2005

Second Reading: 8/04/2005

Adopted: 8/04/2005

Approved: 6/26/2018