

FORT SCOTT COMMUNITY COLLEGE

Position Description

NAME: _____ **JOB TITLE:** Music Instructor/Instrumental and Vocal Director

DIVISION/DEPARTMENT: Humanities and Fine Arts

RESPONSIBLE TO: Dean of Instruction

MONTHS PER YEAR: 9 **HOURS PER WEEK:** Exempt **UPDATE:** 02-16

CREENTIALS:

- Master's Degree in Music, Music Education, or closely related field
- Three years successful experience teaching in a higher education setting preferred, both ground-based and online courses preferred
- Ability to use and keep current on classroom technology
- Ability to work with, relate to, and teach diverse populations of all abilities
- Ability to work flexible hours, including evenings and weekends
- Ability to establish and maintain effective collaborative relationships with college and community members
- Ability to work on college committees
- Strong time-management skills and self-motivation
- Strong organizational skills and effective oral and written communications skills
- Demonstrated knowledge of issues currently affecting higher education in general and the community college specifically
- Commitment to student success
- Preferred: experience in curriculum design using, including outcomes and assessment, and alternative delivery methods

JOB PURPOSE:

- Plan and implement current classroom instruction
- Serve as a policy-maker for FSCC via committee work
- Ambassador for FSCC and its programs
- Recruit students for band, choir, and other Fine Arts programming

MAJOR JOB DUTIES:

- Classroom instruction of 30 credit hours per year using a variety of methods at various sites
- Develop and improve Music curriculum at FSCC, including non-major Music courses
- Identify appropriate outcomes for courses and develop appropriate assessment of outcomes
- Complete all necessary reports, forms, and other duties in a timely fashion
- Serve on committees to impact FSCC policy and procedures

Salary Range based on experience and credentials

Employee: _____

Signature

Date

All job descriptions are subject to revision based on changing needs of the college.