

POSITION DESCRIPTION

TITLE: Athletic Bands Director - (Part-time, Contingent)

Collective Bargaining - Ineligible - Contingent

Contingent positions are not eligible to participate in collective bargaining.

JOB SUMMARY:

The Athletic Bands Director administers all aspects of the St. Mary's College pep band for athletic events and other college events as needed. Based in the Music Department, the director will develop, direct and champion a pep band program in close professional collaboration with colleagues in athletics, student affairs and other departments. The director will be dynamic and energetic leader who ensures that the pep band operates in a safe, student-focused, and professional manner reflecting high organizational and performance standards as well as intense school spirit. The director will be responsible for recruiting and retaining musically and academically talented students who reflect the diversity of the campus community and are excited to support St. Mary's College. With demonstrated success, the director may also oversee other music ensembles in the athletic band/spirit program. This position reports to the Head of Music Performance/Professor of Music/Department Chair.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Note: These examples are intended only as illustrations of the various types of work performed in positions allocated to this class. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Responsible for following the policy and procedures as defined in the employee handbook.
- Develops, directs and champions a pep band program in close professional collaboration with colleagues in athletics, student affairs and other departments.
- Administers all aspects of the pep band for athletic events and other college events as needed.
- Ensures that the pep band operates in a safe, student-focused, and professional manner reflecting high organizational and performance standards as well as intense school spirit.
- Recruits and retains musically and academically talented students who reflect the diversity of the campus community and are excited to support St. Mary's College.
- Seeks to advance diversity, equity, and inclusion in the repertoire and operation of the pep band.
- Oversees other music ensembles in the athletic band/spirit program.

PREFERRED QUALIFICATIONS:

- Demonstrated effectiveness in recruiting and organization.
- Demonstrated success as teacher and conductor.
- Demonstrated success in administering all aspects of a pep band program with a growth mindset and flexibility of mind.

Position Description
Athletic Bands Director
Page 2

- Skills in writing and arranging for athletic bands.
- Enthusiasm for crafting a forward-looking and culturally relevant expression.

MINIMUM QUALIFICATIONS:

- Education: Master's degree in music performance or music education preferred.
- Experience: Three years' experience working with and/or teaching in secondary school band programs and/or university band programs.
- Experience with large ensemble administration, directing, conducting, arranging, etc.
- Demonstrated ability to collaborate effectively with other College departments including, Admission/Enrollment Management, Athletics, Student Affairs, and provide a strong student focused environment.
- Experience with community engagement and working successfully with various constituency groups.
- Must possess a valid driver's license.
- Ability to travel, work nights and weekends as needed.
- Ability to lift approximately thirty (30) pounds, or more with assistance.
- Any combination of acceptable education and experience, which has provided the necessary knowledge and skills to fulfill the requirements of this position, may be considered.