



Classified Job Description

CSEA Revised: March 19, 2015
NJUHSD Board Revised: April 8, 2015

Position Title:	MUSIC ACCOMPANIST
Contract Term:	9 months per year
Salary Range:	14

GENERAL DEFINITION:

Provide musical accompaniment for classes and performances, as well as act as a support to the visual and performing arts program, and students.

UNDER SUPERVISION OF:

Principal/Designee

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Assists instructional personnel by playing accompaniment for pupils in vocal classes, vocal groups, in preparation for solo performances, rehearsals and any performances.
2. Assist in daily preparation (clerical/recordkeeping functions) for assigned program.
3. May assist in making arrangements for musical activities and presentations/performances.
4. Assists teacher in preparing instructional materials.
5. May listen to recorded musical arrangement and adapt the arrangements to piano accompaniment.
6. May investigate and assist in the locating and securing of musical supplies, materials and equipment.
7. Assist as chaperone on music related trips.
8. May need to transport or travel with students for school related activities.
9. Must be able to meet and interact with employees and parents/guardians in routine situations, which require tact, discretion, and courtesy.
10. Other related duties as assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

EDUCATION and/or EXPERIENCE:

High school diploma or equivalent; must be skilled and technically proficient on the piano (any combination of experience and training that would likely provide the required knowledge and skills needed such as one year of experience as a piano accompanist for choral groups or instructional groups or solo performers supplemented by coursework or training in piano); strong sight reading skills; experience working with students in large and small group situations is preferred.

LANGUAGE SKILLS:

Ability to read, write and comprehend simple instructions, short correspondence, and memos. Ability to communicate clearly and concisely, both orally and in writing. Ability to effectively present information in one-on-one and small group situations to staff, parents, students, administrators and the public.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent and to draw and interpret graphs.

REASONING ABILITY:

Ability to independently problem solve unique student and employer situations. Ability to understand and carry out detailed written and oral instructions.

CERTIFICATES AND LICENSES:

Must possess a valid First Aid Card and CPR Certificate. Valid California drivers' license with good driving record and evidence of insurance, access to an automobile, TB, and criminal justice fingerprint clearance.

OTHER SKILLS and ABILITIES:

Ability to adapt to individual needs of students and work with interruptions; give oral presentations to groups; make clear reports and keep accurate records; organize and schedule blocks of time; give directions clearly; effectively supervise students; work independently; demonstrate on the job skill proficiency. Demonstrate quality work and exceptional work habits.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is regularly required to sit, stand, walk, use hands and fingers to play piano, handle, or feel objects; and to talk and hear. The employee occasionally is required to reach with hands and arms. The employee will occasionally squat, stoop or kneel, reach above the head and reach forward. The employee must have physical dexterity to continuously play piano, and to read sheet music. Ability to perceive the nature of sound.

Occasionally the employee is required to lift or move up to 75 pounds such as to move students and equipment. Specific vision abilities required by this job include close vision, distance vision, and peripheral vision.

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.

While performing the duties of this job, the employee regularly works indoors and will occasionally work outdoors. The noise level in the work environment is moderate to high.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.C.) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.