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PRESTON COUNTY SCHOOLS
731 Preston Drive, Kingwood, West Virginia 26537
304-329-0580 FAX 304-329-0720
Notice of Vacancy for Extracurricular Assignment
2017-2018 School Year

Posting Date:	October 11, 2017	Closing Date:	October 17, 2017
Title:	Music Director/Choreographer	Location:	Preston High School
Salary:	\$20.00 per hour	Budget Source:	PHS Drama Funds
Supervisor:	Principal Assigned/Drama Instructor		
Certification:	BA in Music Performance, Music Theatre or Theatre preferred		

Employment Term: Upon approval through June 30, 2018, as needed; not to exceed 100 hours

Application Process: Submit a letter of interest, a bid sheet, copy of teaching certificate, and a resume to the personnel office by mail or fax at (304) 329-0720 by 4:00 pm on the closing date.

Responsibilities:

1. Accompany rehearsals on piano
2. Teach all of the music to students in the fall and spring musical
3. Create and teach the choreography to students in the fall and spring musical
4. Play the scored music during rehearsal of the fall and spring musical
5. Ability and skills to work with elementary, middle and high school students
6. Supervise students in a creative learning environment
7. Assist with supervision of students during rehearsals and performances
8. Other requirements deemed necessary by the supervisor

Minimum Qualifications:

1. BA in Music Performance, Music Theatre, or Theatre preferred
2. Post-secondary dance training in ballet, jazz, tap and musical theatre styles required
3. Advanced skills in piano required
4. Documented experience in Music Direction on the secondary and collegiate level required
5. Documented experience teaching music and dance to students in grades 4-12 required
6. Be available from 3:30 pm to 6:00 pm, Monday through Friday, for rehearsal
7. Must obtain a background check prior to employment
8. Applicants who have been dismissed or who have had their contracts non-renewed for cause by another school district are not eligible for consideration
9. Have past satisfactory evaluations
10. Completion of successful interview

Equal Employment Opportunity:

As required by Federal law and regulations, the Preston County Board of Education and the County Office do not discriminate on the basis of sex, religion, race, color, disability, age or national origin in employment or in its education programs and activities. Inquires may be referred to the Title IX Coordinator, Preston County Schools, 731 Preston Drive, Kingwood, WV 26537 Phone 304-329-0580, or to the United States Department of Education, Director of the Office for Civil Rights.

