

**GREGORY-PORTLAND INDEPENDENT SCHOOL DISTRICT  
JOB DESCRIPTION**

**Job Title:** Piano Accompanist

**Wage/Hour Status:** Creative Professional Exempt

**Reports to:** High School Choir Director/Principal

**Clerical Technical Pay Grade:** 7 (192 Days)

**Dept./School:** Assigned Campus and Level

**Date Revised:** 08/28/2020

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**Primary Purpose:**

Provide support to the instructional program with specific responsibilities for providing music accompaniment for choir classes, rehearsals, and performances; and serving as an instructional resource for students and teachers in the area of fine arts.

**Qualifications:**

**Education/Certification:**

Bachelor's degree in music or piano performance from an accredited college or university

**Special Knowledge/Skills:**

- Knowledge of overall operation of music program
- High level of piano expertise including but not limited to site reading, ability to play four-part open score, and a variety of warm-up exercises with a strong emphasis on rhythmic stability
- Ability to play from memory, read open score and follow a conductor
- Ability to accommodate flexible timing and musical adjustments both in music choices and during performances
- Ability to transpose music to play in alternate key; to improvise and compose
- Ability to demonstrate originality when selecting and arranging musical compositions
- Ability to accompany soloists, small and large choral groups
- Ability to work with director to select appropriate music
- Flexibility to work after normal office hours and on weekends
- Knowledge of state and UIL policies governing choir
- Ability to implement policy and procedures
- Ability to interpret data
- Strong communication, public relations, and interpersonal skills

**Experience:**

Three years experience as an accompanist

**Major Responsibilities and Duties:**

**Program Planning**

1. Comply with federal and state laws, State Board of Education rule, UIL rules, and board policy
2. Support choir booster club activities.
3. Obtain and use evaluative findings (including student achievement data) to determine program effectiveness and ensure that program renewal is continuous and responds to student needs.
4. Recommend policies to improve program.

### **Budget and Inventory**

5. Ensure that programs are cost-effective and funds are managed wisely.
6. Compile budgets and cost estimates based on documented program needs.
7. Assist with fundraising activities and manage funds.
8. Maintain current inventory of all fixed assets within department.
9. Oversee process of cleaning, repairing, and storing all piano equipment and uniforms.

### **Instruction**

10. Arrange music that reflects accommodations for individual student differences.
11. Present subject matter according to guidelines established by the Texas Education Agency, board policies, and administrative regulations.
12. Use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
13. Create an environment conducive to learning and appropriate for the physical, social, and emotional development of students.

### **Student Management**

14. Apply and enforce student discipline in accordance with the Student Code of Conduct and student handbook.
15. Accompany and supervise students on out-of-town trips.
16. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.

### **Communication**

17. Maintain professional relationship with colleagues, students, parents, and community members.

### **Other**

18. Follow district safety protocols and emergency procedures.
19. Has regular in person attendance and complies with notification procedures for absences.
20. Perform other duties as assigned.

### **Supervisory Responsibilities:**

None

### **Working Conditions:**

#### **Mental Demands/Physical Demands/Environmental Factors:**

Maintain emotional control under stress. Frequent district and occasional statewide travel; prolonged and irregular hours; outdoor and indoor work; exposure to sun, heat, cold, and inclement weather.

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.