

WINDBER AREA SCHOOL DISTRICT  
JOB DESCRIPTION

Department: - Extracurricular

Standard Title: - Color Guard Advisor

Primary Function:

The Color Guard Advisor will execute all duties required for an effective program involving students assigned to them.

Supervision Received:

The Color Guard Advisor is directly responsible to the High School Principal.

Direction Exercised:

The Color Guard Advisor is responsible for the supervision and instruction of the flag squad and assisting with supervision of other elements of the marching band.

Essential Duties:

1. Lead the squad in learning flag technique, field drill, and development of routines to coordinate with marching band.
2. Supervise assigned students during after school and summer practices.
3. Supervise assigned students during game time, performances and bus trips.
4. Communicate with parents of squad members and band boosters in regard to performances, fund raisers and other related matters.
5. Work cooperatively with the staff and District in fulfilling the District's vision, mission, and focus.
6. Perform other duties as assigned by the High School Principal or as appropriate to the job assignment.

Secondary Duties:

1. Assists in the development of the yearly budget.

2. Keep informed of modern practices through attending clinics, workshops and seminars.
3. Perform temporary duties as assigned by the High School Principal and/or Superintendent.

### 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. The information contained in this job description is for compliance with the American with Disabilities Act (ADA) and is not an exhaustive list of duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.

### Physical Requirements:

Employees in this position must have the ability to:

1. Sit and/or stand for extended periods of time.
2. Use a telephone.
3. Hear and understand speech at normal levels.
4. Speak so that others may understand at normal levels.
5. Stand, walk, and bend over, reach overhead, grasp, push, pull and move, lift and/or carry up to 25 pounds to waist height.

### Qualifications:

Education/Experience – Any combination of education and experience that would provide the required skill and knowledge for successful performance would be qualifying. However, applicants must meet the following minimum qualifications:

1. Drill Team Advisor shall hold at least a High School diploma or the equivalent.
2. Knowledge of flag technique, field marching and routines to be coordinated with the marching band.
3. Excellent communication, problem solving and organization skills.

### Salary:

The salary shall be in accordance with the extracurricular salary schedule established by Board policy.