

**COLLETON COUNTY HIGH SCHOOL BAND OF BLUE**  
**JOB TITLE: COLOR GUARD INSTRUCTOR / TECH**

**GENERAL DESCRIPTION AND EXPECTATIONS:**

As an assistant to the Colleton County High school Band Director, the Color Guard Instructor coordinates the preparations, exercises, and activities of the school marching band's auxiliary unit, the Color Guard. The instructor prepares and directs the unit for independent performance and competition, as well as for performances integrated within the larger marching band.

**SPECIFIC DUTIES:**

- **Assist in adjudication of new student try-outs; teach the Middle School classes in preparation for the High School Guard.**
- Designates/coordinates the students into the various subgroups (e.g. rifles, flags).
- Prepares warm-up routines/practice exercises for the unit;
- **Choreographs, arranges, and implements color guard routine(s), both as an integrated part of the marching band, and as an independent unit.**
- Schedules (with Band Director Approval) and conducts extra rehearsals for the unit, in addition to the scheduled after school and evening marching band rehearsals.
- Schedules (with Band Director approval) separate competition events as the unit transitions its status from an attachment of the marching band to an independent competition entity (e.g., "Winter Guard") during the winter season;
- Establish communication with parents of color guard students and organize their efforts in support of the Band. All correspondence with guard students and parents needs to be reviewed by the Band Director. All Parent Meetings need to be approved by the Band Director.
- Other related duties, as assigned, to assist the Band Director prepare students for Competitions and public appearances, including parades and reviews.
- All meetings with the Booster Club or Officers should be approved ahead of time by the Band Director. All monies dealing with fundraising should be turned in the booster club treasurer or CCHS bookkeeper.
- **Teach all classes, as assigned by administrators and directors at CCHS and CCMS.**
- Take attendance of students daily. Report absences to either Mr. Finigan or attendance clerk at CCHS or CCMS. Ensure class rosters are accurate and maintained at both schools.
- Report all personal and sick days to the Band Director and Principals. Log in and report to all absences to Kelly Services. Must login to KRONOS to track work time.
- Additional Duties could be asked at any time to help facilitate the effectiveness of the guard in the band program.

**QUALIFICATIONS:**

- Pass South Carolina Sled Back Ground Check.
- Pass All Colleton County School District Requirements for employment.
- Background in marching band auxiliary performance required.
- Experience in the skills of the various sub groups of the color guard unit (e.g. flags, Dance, rifle) required.
- Experience in composing and choreographing routines for the various color guard units required.
- Experience working with school-aged students required; preferably at high school level.
- Background in a drums corps or spirit organization preferred.
- Background in instruction/adjudication of a drum corps or spirit organization preferred.

**COMPENSATION: Monthly, To be determined on amount of time and instruction.**

**IMMEDIATE SUPERVISOR: Tom Finigan, Band Director**

**ALTERNATE SUPERVISOR: Nick Infinger, Associate Band Director**

**AFTER-HOURS COMMITMENT:**

After-hours time required will vary with time of year maximum should be 8-10 hours a week. Weekend Competitions will be longer. Fall Monday nights (3Hrs), then Tue/Wed/Thur (3hrs), then Ballgames 5 games at (3Hrs) and Contests (6 hrs). Spring Hours will be determined accordingly with the number of teams and space available. Winter Monday Nights (3hrs) then Tue/Thur (3hrs) and Contest (6hrs). Possibly more with other concert and winter ensembles in the spring.