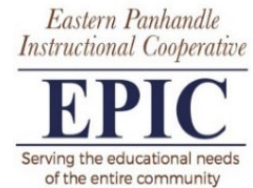


## **Notice of Job Vacancy #26-010**



Posting Date: April 3, 2025

Position: Band Majorette Instructor serving Monongalia County Schools

Number of Positions: One (1)

Location: Clay Battelle Middle / High School - Monongalia County Schools

Employment Term: 7/1/2025 – 6/30/2026

Salary: Stipend of \$2390.00 paid in three installments

### Qualifications:

- Minimum high school diploma or equivalent required
- Ability to pass a background check required
- Strong communication and interpersonal skills required
- Patience and positivity as a role model for middle and high school students required
- Previous experience in choreography, baton twirling, and dance preferred
- Professional licensure with the WVDE (coaching, teaching, or other certification) preferred
- An employee of the Monongalia County Board of Education preferred.

**Please note:** Applicants who have been dismissed or who have had their contracts non-renewed for cause by any school system, who have recent unsatisfactory evaluations by any school system, who demonstrate unsatisfactory interview performance, and/or who receive unfavorable reference recommendations by any school system will not be eligible for consideration for employment with EPIC.

**Position Overview:** We are seeking a passionate and dedicated Majorette Instructor to join the Clay Battelle band. The instructor is responsible for all aspects of the majorette team including teaching baton twirling and dance to students and providing for the coaching, recruitment, and retention of students participating as members of the majorette team. The selected candidate will work with participants to improve personal and teamwork skills and to promote student growth and development by developing choreographic routines and baton twirling skills. The majorette coach is also required to continue professional development to maintain an understanding of current majorette trends and twirling techniques.

### Duties & Responsibilities:

The selected candidate will have the responsibilities shown below. Other reasonable duties may be assigned by the immediate supervisor or their designee.

- Develops and implements engaging choreographed routines for majorette participants
- Coaches and instructs team during all events
- Provides technical expertise in the coaching of majorette participants
- Develops regular practice schedule and organizes practice time to provide both individual and team development
- Collaborates with band director and band booster organization
- Schedules facilities for practices with Athletic Department

- Coaches and instructs the majorette team, individually and in groups, regarding rules, regulations, equipment, and techniques of the sport.
- Cooperates with building Principal, Athletic Director, and Band Director
- Develops a rapport with coaching staff within the school.
- Handles athletic injuries
- Cares for equipment and uniforms
- Supervises and manages participants appropriately
- Designs pre-season planning
- Follows purchasing procedures and communicates with Treasurer on needs
- Coordinates uniforms with Coordinator and Band Director
- Follows league, conference, and WVSSAC policies
- Devotes time and energy to coaching duties
- Follows end of season procedures
- Assigns duties and responsibilities to any assistants, trainers, and volunteers
- Designs and implements routines for all parades, Band Spectaculars, and games
- Serves as a role model for Clay Battelle Middle/High School students demonstrating appropriate language and actions at all times.
- Represents Clay Battelle Middle/High School, the Clay Battelle Middle / High School Band, Monongalia County Schools, and EPIC in a positive and professional way at all times.
- Performs other reasonable duties as assigned.

Reports To: Clay Battelle Middle / High School Band Director, School Principal; EPIC Administrator

Conditions of Employment: Recommended by the EPIC Administrator; Confirmed by the EPIC Regional Council

Anticipated Start Date: July 1, 2025

Application Process: You may submit your application one of two ways:

**Online application** can be made via Teach-In West Virginia Application System by clicking on the link below:

[Use this link to go to the online application system.](#)

**Hard copy EPIC application** can be found by [clicking on this link.](#) Once completed, you may submit it along with your credentials to EPIC one of the following ways:

[Use this link to upload your application to our secure portal.](#)

Mail to 109 South College Street, Martinsburg, WV 25401 Attention: Human Resources  
Fax to 304-267-3599 Attention: Human Resources

**This posting will remain open until filled or no longer needed.**

The Eastern Panhandle Instructional Cooperative is an Equal Opportunity Employer.