



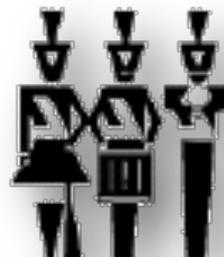
North Paulding High School Wolfpack Pride

2019-2020

The band program promotes student leadership, which is also a learning experience. Student leaders are instructed in peer management and it is the responsibility of all band members to promote and support this learning opportunity. Student leaders are expected to maintain a higher level of academic success. Student leaders are also expected to be model citizens on and off campus.

A) Officer Hierarchy: The student officers will include but are not limited to the following positions. (All positions will report directly to the Director of Bands.)

Director(s) of Bands
Adjunct Instructors
Drum Major(s)
Band Captain
Drum line Captain
Color Guard Captain
Front Ensemble Captain
Section Leaders
Logistics Coordinator



B) JOB DESCRIPTIONS FOR DRUM MAJOR – year long position.

The primary role of the DRUM MAJOR(S) is to serve the band by doing specific operational jobs and leading by example. The DRUM MAJOR(S) manages, conducts, and oversees the marching band. The DRUM MAJOR(S) should act as a role model for all students by being a good band member and musician. The DRUM MAJOR(S) is also the presiding officer of the marching band.

In addition to marching band responsibilities, the DRUM MAJOR(S) will assist with coaching and conducting chamber ensembles, setting up for rehearsals/concerts, and serve as a travel assistant for all band travel.

As a presiding officer of the marching band, the DRUM MAJOR(S) should:

- 1.) Know all marching band music and tempos.
 - a.) Know who has the melody at all times.
 - b.) Know where the marching drill and music meet.
 - c.) Know all drum parts – meaning how they relate to the wind parts.
- 2.) Hold every marching band leader to the highest standards through setting a good example.
- 3.) Get to know every member of the band and know their name.
- 4.) Be able to move the band from one place to another in an orderly manner.
- 5.) Know when and where the band should be at all times.
- 6.) Be the time keeper for all breaks.
- 7.) Help maintain order on the rehearsal field.
- 8.) Repeat the instructions given by the Director(s).
- 9.) Conduct the marching band.
- 10.) Assist students with marching and music issues.
- 11.) Be responsible for the behavior of the marching band at all times. (This includes behavior in the stands, in the band room, on the bus, etc.)
- 12.) Meet with the Director(s) as needed for operational planning and/or conducting rehearsals.

As a role model for the band members, the DRUM MAJOR(S) should:

- 1.) Always be on time.
- 2.) Have music prepared ahead of time.
- 3.) Maintain an "A" in band at all times.
- 4.) Do everything that is asked by the Director(s) and other adults.
- 5.) Be respectful of others.
- 6.) Always look for some way to be helpful.
- 7.) Maintain high grades in all academic areas.



Specific Operational jobs:

- 1.) Manage all captains, section leaders, and other staff members.
 - a.) Relay information
 - b.) Hold all captains, section leaders, and other staff members accountable through setting a good example.
 - c.) Assist with sectionals as needed.
 - d.) Follow up to ensure that equipment is put away.
 - e.) Monitor sections during marching band rehearsals to ensure that rehearsal time is being maximized and ran efficiently.
- 2.) Organize and implement setting up for concerts and rehearsals.
- 3.) Organize and implement the assembly of all band concert programs.
- 4.) Serve on the stage crew for all concert band performances.
- 5.) Coach and conduct various chamber ensembles during solo and ensemble season.
- 6.) Assist with distribution of information to band members.
- 7.) Assist the Director(s) with band office management duties.
- 8.) Assist with taking attendance at all rehearsal and performances when the BAND CAPTAIN is not present.
- 9.) Assist with making sure that all needed equipment is present for rehearsals and performances.
- 10.) Various other tasked deemed necessary by the Director(s).

PLEASE NOTE: The DRUM MAJOR(S) is expected to be the first to arrive for each band function and the last to leave. Additionally, the DRUM MAJOR(S) should report to the Director(s) no less than 15 minutes prior start of any band event unless otherwise specified.

C) JOB DESCRIPTIONS FOR BAND CAPTAIN – year long position.

The primary role of the BAND CAPTAIN is to serve the band by doing specific operational jobs and leading by example. The BAND CAPTAIN manages, conducts, and oversees the marching band. The BAND CAPTAIN should act as a role model for all students by being a good band member and musician. The BAND CAPTAIN is also the presiding officer of the marching band.

As a presiding officer of the marching band, the BAND CAPTAIN should:

- 1.) Know every band member by name.
- 2.) Assist with band morale, musical problems, spirit, and possible student conflicts.
 - a.) Be able to speak to the band to boost morale, spirit, and attitude.
- 3.) Hold every marching band leader to the highest standards through setting a good example.
- 4.) Know when and where the band should be at all times.
- 5.) Help maintain order on the rehearsal field.
- 6.) Repeat the instructions given by the Director(s).
- 7.) Assist students with marching and music issues.
- 8.) Be responsible for the behavior of the marching band at all times. (This includes behavior in the stands, in the band room, on the bus, etc.)
- 9.) Act as a voice or speaker for the band.

As a role model for the band members, the BAND CAPTAIN should:

- 1.) Always be on time.
- 2.) Have music prepared ahead of time.
- 3.) Maintain an "A" in band at all times.
- 4.) Do everything that is asked by the Director(s) and other adults.
- 5.) Be respectful of others.
- 6.) Always look for some way to be helpful.
- 7.) Maintain high grades in all academic areas.
- 8.) Know marching drill ahead of time.
- 9.) Fill in for an absent section leader or captain.
- 10.) Assist on the field as needed.



Specific Operational jobs:

- 1.) Manage all band facilities and equipment.
 - a.) Lock and unlock all areas as needed.
 - b.) Supervise all events in the band facilities.
 - c.) Assist with maintaining the cleanliness and orderliness of the band facilities.
 - d.) Report any damage or facility problems to the Director(s).
- 2.) Plan, organize, and implement setting up for concerts and rehearsals.
- 3.) Organize and implement the assembly of all band concert programs.
- 4.) Serve on the stage crew for all concert band performances.
- 5.) Assist with distribution of information to band members.
- 6.) Assist the Director(s) with band office management duties.
- 7.) Assist with preparing the end of the year slide show.
- 8.) Will be responsible for attendance at all rehearsals and performances.
- 9.) Assist with making sure that all needed equipment is present for rehearsals and performances.
- 10.) Various other tasks deemed necessary by the Director(s).
- 11.) Assist the Director(s) with the distribution and collection of all school owned equipment.
- 12.) Assist the Director(s) with periodic and random band locker checks.
- 13.) Assist the Director(s) with maintaining an accurate inventory of all school owned equipment.
- 14.) Ensure that the proper number of band chairs are in the band room at all times. *(Quantity may be found in the Equipment/Inventory Control Book.)*
- 15.) Ensure that all stands belonging to the band are in the band room at all times. *(Quantity may be found in the Equipment/Inventory Control Book.)*
- 16.) Assist the Director(s) with maintaining the Equipment/Inventory Control Book.
- 17.) Ensure that all percussion equipment is accounted for and stored in the correct place.
- 18.) Assign band lockers as needed to band students. Keep a record of locker assignments.
- 19.) Put away in piece of equipment left out, report violator to the Director(s).
- 20.) Report any needed repairs of school owned instruments to the Director(s).
- 21.) Organize, supervise, and implement loading procedures for all trips.
 - a.) Keep an accurate log of ALL school owned equipment that will be taken by the band when traveling.
 - b.) Ensure that all band equipment is brought back to NPHS and properly stored.
 - c.) Organize the loading crew and supervise the actual loading of the equipment truck.
- 22.) Oversee a stage crew for all concerts.

PLEASE NOTE: The BAND CAPTAIN is expected to be the first to arrive for each band function and the last to leave. Additionally, the BAND CAPTAIN should report to the Director(s) no less than 15 minutes prior start of any band event unless otherwise specified.

D) JOB DESCRIPTION FOR SECTION LEADER (WINDS) – seasonal position.

The primary role a SECTION LEADER is to serve the Marching Band by working with the DRUM MAJOR(S) in completing specific jobs and leading their particular section of the Marching Band by setting a good example. SECTION LEADERS assist with the teaching of upper body marching posture and field intervals. In addition, SECTION LEADERS should serve as a musical role model to those in their section.

Specific Responsibilities:

- 1.) Assist with the teaching and correction of all upper body marching postures as directed by the DRUM MAJOR(S) and Director(s).
- 2.) Assist with cleaning intervals as directed by the DRUM MAJOR(S) and Director(s).
- 3.) Lead section rehearsals as instructed by the DRUM MAJOR(S) and Director(s). *Specific instructions for section rehearsals will be given at appropriate times.*
- 4.) Set a good example on the field at all times
- 5.) Report any behavior issues to the DRUM MAJOR(S).
- 6.) Assist with marching and music pass offs. (The section leaders must be able to pass off all music before anyone in their section.)
- 7.) Ensure that everyone in your section has all needed equipment.
- 8.) Ensure that everyone in your section returns all equipment to its proper place.

As a role model for the band members, a SECTION LEADER should:

- 1.) Always be on time.
- 2.) Have music prepared ahead of time.
- 3.) Maintain an "A" in band at all times.
- 4.) Do everything that is asked by the Director(s) and other adults.
- 5.) Be respectful of others.
- 6.) Always look for some way to be helpful.
- 7.) Maintain high grades in all academic areas.
- 8.) Know marching drill ahead of time.
- 9.) Fill in for an absent section leader or captain.
- 10.) Assist on the field as needed.

E) JOB DESCRIPTION FOR FRONT ENSEMBLE CAPTAIN – seasonal position.

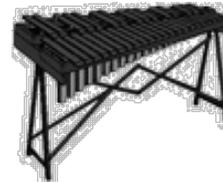
The primary role of the FRONT ENSEMBLE CAPTAIN is to serve the Marching Band by working with the DRUM MAJOR(S) in completing specific jobs and leading the Front Ensemble of the Marching Band by setting a good example.

Specific Responsibilities:

- 1.) Ensure that all members of the section have all needed equipment.
- 2.) Ensure that all members of the section put away all equipment.
- 3.) Ensure that bass drummers play only their instrument, tenor players play only their instrument, snare players play only their instrument, and cymbal players play only their instrument.
- 4.) Be able to efficiently run a rehearsal where time is maximized and specific rehearsal goals are achieved.
- 5.) Address all upper body marching postures as directed by the DRUM MAJORS(S) and Director(s).
- 6.) Ensure that all percussion equipment is properly cared for and not abused (this includes making sure that drum heads are not broken.)
- 7.) Assist with marching and music pass offs (the section leaders must be able to pass off all music before anyone in their section.)
- 8.) Assist with maintaining good section attendance at all rehearsals and performances.

As a role model for the band members, a FRONT ENSEMBLE CAPTAIN should:

- 1.) Always be on time.
- 2.) Have music prepared ahead of time.
- 3.) Maintain an "A" in band at all times.
- 4.) Do everything that is asked by the Director(s) and other adults.
- 5.) Be respectful of others.
- 6.) Always look for some way to be helpful.
- 7.) Maintain high grades in all academic areas.
- 8.) Know marching drill ahead of time.
- 9.) Assist on the field as needed.



PLEASE NOTE: The FRONT ESEMBLE CAPTAIN is expected to be the first to arrive for each band function and the last to leave. Additionally, the FRONT ENSEMBLE CAPTAIN should report to the Director(s) no less than 20 minutes prior start of any band event unless otherwise specified.

F) JOB DESCRIPTION FOR DRUM LINE CAPTAIN/BATTERY SECTION LEADERS – seasonal position.

The primary role of the Percussion Section Leader is to serve the Marching Band by working with the DRUM MAJOR(S) in completing specific jobs and leading the drum line section of the Marching Band by setting a good example.

Specific Responsibilities:

- 1.) Ensure that all members of the section have all needed equipment.
- 2.) Ensure that all members of the section put away all equipment.
- 3.) Ensure that bass drummers play only their instrument, tenor players play only their instrument, snare players play only their instrument, and cymbal players play only their instrument.
- 4.) Be able to efficiently run a rehearsal where time is maximized and specific rehearsal goals are achieved.
- 5.) Address all upper body marching postures as directed by the DRUM MAJORS(S) and Director(s).
- 6.) Ensure that all percussion equipment is properly cared for and not abused (this includes making sure that drum heads are not broken.)
- 7.) Assist with marching and music pass offs (the section leaders must be able to pass off all music before anyone in their section.)
- 8.) Assist with maintaining good section attendance at all rehearsals and performances.

As a role model for the band members, a DRUM LINE CAPTAIN should:

- 1.) Always be on time.
- 2.) Have music prepared ahead of time.
- 3.) Maintain an "A" in band at all times.
- 4.) Do everything that is asked by the Director(s) and other adults.
- 5.) Be respectful of others.
- 6.) Always look for some way to be helpful.
- 7.) Maintain high grades in all academic areas.
- 8.) Know marching drill ahead of time.
- 9.) Assist on the field as needed.

PLEASE NOTE: The DRUM LINE CAPTAIN is expected to be the first to arrive for each band function and the last to leave. Additionally, the DRUMLINE CAPTAIN should report to the Director(s) no less than 20 minutes prior start of any band event unless otherwise specified.



G) JOB DESCRIPTION FOR COLOR GUARD – year long position.

The primary role of the COLOR GUARD CAPTAIN is to serve the Marching Band by working with the DRUM MAJOR(S) in completing specific jobs and leading the Color Guard by setting a good example.

Specific Responsibilities:

- 1.) Ensure that all members of the Color Guard have all needed equipment.
- 2.) Ensure that all members of the Color Guard put away all equipment after every band function.
- 3.) Maintain the neatness and orderliness of the Color Guard storage room.
- 4.) Run all Color Guard rehearsals in conjunction with the Guard Director.
- 5.) Relay information to all Color Guard members.
- 6.) Assist members of the Color Guard with their routines.
- 7.) Assist with maintaining order while on the field and keeping rehearsals running efficiently.
- 8.) Assist with evaluating performances and implementing an action plan to improve area of the performance that are in need of improving.
- 9.) Assist with maintaining all Color Guard equipment and preparing equipment to be used.

As a role model for the band members, a COLOR GUARD CAPTAIN should:

- 1.) Always be on time.
- 2.) Have music prepared ahead of time.
- 3.) Maintain an “A” in band at all times.
- 4.) Do everything that is asked by the Director(s) and other adults.
- 5.) Be respectful of others.
- 6.) Always look for some way to be helpful.
- 7.) Maintain high grades in all academic areas.
- 8.) Know marching drill ahead of time.
- 9.) Assist on the field as needed.

H) JOB DESCRIPTION FOR LOGISTICS COORDINATOR – seasonal position.

The primary role of the FIELD CREW COORDINATOR is to work with the Director(s), Student Leadership Staff, and band members and be responsible for all logistics related to the setting up and breaking down of equipment for rehearsals. The FIELD CREW COORDINATOR will be responsible for creating a team of band members to set up all need equipment (other than front ensemble instruments) for each rehearsal.

Specific Responsibilities:

- 1.) Form a team of band members to set up all need equipment (other than front ensemble instruments) for each rehearsal.
- 2.) Responsible for all logistics related to the setting up and breaking down of equipment for rehearsals.
- 3.) Make sure that all equipment returned to the band room is stored in its proper location.
- 4.) Maintain a neat an orderly storage building.
- 5.) Creation of field crew t-shirts.

