

Secondary Music Education Instructor

Position Title:	Secondary Music Education Instructor (grant funded)
Contract Term:	9-month academic year
Accountable To:	V.P. of Academic Affairs
Salary:	\$64,011 (minimum)

Summary of Position: The Secondary Music Education Instructor provides high-quality instruction in Music education and related coursework that prepares students for teaching music at the secondary level (middle and high school). This full-time instructor position is responsible for teaching a minimum of 12 to 15/16 credits per semester, curriculum development, assessment, advising, recruitment, retention, service, scholarship, and full course management in Canvas. Instruction prepares students for licensure and employment through a combination of music pedagogy, musicianship, ensemble leadership, classroom management, and field-based experiences.

In addition to instructional responsibilities, this position supports program development, educator preparation standards, and continuous improvement aligned with state licensure requirements and workforce needs.

The instructor fosters a learner-centered, respectful, and culturally relevant learning environment that supports Turtle Mountain College's mission and integrates the culture and values of the Turtle Mountain Band of Chippewa. This position supports culturally responsive music education and community engagement through performance, teaching, and service.

Key Responsibilities

Instruction, Curriculum, & Student Learning

- Teach undergraduate and graduate-level courses in music education, including music pedagogy, methods, conducting, musicianship, ensemble leadership and curriculum design.
- Prepare and maintain syllabi, instructional materials, assessments, and accurate academic records using Canvas.
- Deliver instruction using applied, experiential, and performance-based teaching methods, including music techniques, lesson planning, classroom simulations, and supervised teaching experiences.
- Supervise and evaluate students in field experiences, practicums, and student teaching placements in collaboration with partner schools.
- Apply effective teaching strategies responsive to diverse learners, culture, language, and community context consistent with tribal higher education principles.
- Coordinate and assess courses and program components to ensure instructional quality, licensure alignment, and continuous improvement.
- Integrate culturally responsive teaching practices and Indigenous perspectives into music curriculum and instruction.
- Assist in the development of new courses, endorsements, or program offerings aligned with secondary education standards and workforce needs.
- Provide timely feedback, academic support, and intervention to support student learning, retention, and licensure success.

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Advising, Recruitment, & Retention

- Provide academic and career advising from student entry through program completion and licensure.
- Post and maintain regular office hours in accordance with institutional policy.
- Assist students with academic planning, course sequencing, licensure requirements, and career pathways in music education.
- Monitor student progress and implement proactive retention and student success strategies.
- Refer students to appropriate campus and community support services.
- Participate in recruitment activities, including outreach events, school visits, performances, and community engagement.
- Support student placement, licensure preparation, and employment in collaboration with education partners and placement offices.

Assessment & Student Learning Outcomes

- Develop, assess, and report student learning outcomes, including Indigenous Learning Outcomes (ILOs) and General Education Outcomes (GEOs).
- Evaluate student performance using multiple assessment methods such as lesson plans, performances, portfolios, observations, and reflective practice.
- Use assessment results to improve instruction, curriculum design, program effectiveness, and student support services.

Program, Service, & Institutional Responsibilities

- Establish and maintain partnerships with K–12 schools, school districts, and education agencies to support field experiences and workforce pipelines.
- Participate in program assessment, accreditation, licensure alignment, recruitment, retention, and continuous improvement initiatives.
- Participate in advisory committees, accreditation reviews, and educator preparation reporting requirements.
- Support and advise student organizations, ensembles, and music education activities.
- Engage in community-based music education, performances, and outreach initiatives.
- Participate in college events, committees, self-studies, and faculty governance.
- Maintain current knowledge of music education standards, licensure requirements, and best practices in music pedagogy.
- Perform other duties as assigned.

Scholarship & Professional Development

- Engage in ongoing professional development to remain current in music education, pedagogy, and performance.
- Contribute through curriculum innovation, performances, presentations, conferences, grant development, or scholarly and professional publications, as appropriate.
- Participate in professional organizations and faculty development initiatives.
- Serve as a mentor, adjudicator, clinician, or contributor to professional or scholarly work, as appropriate.

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Minimum Qualifications:

- Masters degree in Music Education or a closely related field with 18 graduate credits in Music.
- Eligibility for or current state licensure in secondary music education.
- Successful experience teaching music at the secondary level (middle or high school).
- Demonstrated ability to teach musicianship, pedagogy and ensemble leadership.
- Strong communication, organization and interpersonal skills with a commitment to student success.
- Ability to collaborate effectively with colleagues, school partners and community stakeholders.
- Ability to supervise field experiences and support licensure requirements.
- Commitment to the mission, culture and values of TMC and tribal higher education.

Preferred Qualifications:

- Doctoral degree in Music Education or a related field.
- Experience teaching in higher education, tribal colleges or community colleges.
- Experience integrating culturally responsible or Indigenous music traditions into curriculum.
- Experience with accreditation, licensure reporting or educator preparation assessment systems.