

JOB DESCRIPTION

Date Written or Revised: July 2026

Title: Battery Coordinator

Supervisor: Program Director, Indoor Percussion

Job Status: Temporary (September – April); Non-Exempt

Primary Purpose

The battery coordinator provides instructional, artistic and operational leadership for the battery section. This position is responsible for developing performers, supervising battery instructional staff, implementing program design and ensuring the battery consistently achieves the educational and performance objectives of the organization.

Working collaboratively with the program director, design team, and instructional staff, the battery coordinator helps create a positive, performer-centered environment that promotes excellence, accountability, personal growth and competitive success.

Key Responsibilities

Program Leadership

- Serve as the primary instructional leader for the battery section.
- Establish and maintain educational standards, performance expectations and rehearsal objectives.
- Foster a positive, safe, inclusive and growth-oriented culture among performers and staff.
- Support the organization's mission, values and educational philosophy.

Instruction & Performer Development

- Plan, lead and oversee battery rehearsals, sectionals and educational activities.
- Develop performers' technical proficiency, musicianship, ensemble awareness and performance skills.
- Reinforce proper playing technique, practice habits, rehearsal etiquette and professionalism.
- Provide constructive feedback and individualized instruction to performers of varying experience levels.
- Evaluate performer progress and implement strategies to improve individual and ensemble achievement.
- Promote performer accountability, leadership and personal development.

Curriculum & Educational Materials

- Develop, maintain and revise battery warm-up materials, technique exercises and educational resources.
- Collaborate with battery instructional staff to establish consistent teaching methods and educational priorities.
- Assist in adapting and refining instructional materials throughout the season to meet ensemble needs.

Show Implementation & Design Collaboration

- Collaborate with the program director, designers, arrangers and percussion staff in the implementation of the competitive production.
- Provide input and recommendations regarding battery performance requirements, orchestration considerations, performer capabilities and educational outcomes.
- Assist in the evaluation and refinement of show content to promote performer success and competitive achievement.
- Ensure performers effectively execute the artistic, musical and technical demands of the production.

Staff Supervision & Development

- Provide guidance, mentorship and oversight to battery instructional staff and technicians.
- Coordinate instructional priorities and teaching assignments within the battery team.
- Collaborate with the program director regarding staffing needs, staff development and instructional effectiveness.
- Promote consistency in instructional approach, expectations and communication among staff members.

Operations & Equipment

- Assist in the organization, inventory, maintenance and readiness of battery equipment and materials.
- Help identify equipment, supply and maintenance needs throughout the season.
- Promote the safe use, transport and storage of instruments and related equipment.



Performances & Events

- Attend required rehearsals, camps, performances, competitions, meetings and organizational events.
- Coordinate battery preparation and readiness for performances and evaluations.
- Assist in the execution of competition and performance logistics as assigned.
- Provide performance evaluations and educational feedback following rehearsals and events.

Qualifications

Required

- A high school diploma, GED or equivalent is required. Preference may be given to candidates with postsecondary education in music, music education, percussion performance, arts administration or a related field.
- Individual must have and maintain a non-expired Level One Identity Verified Prints (IVP) Fingerprint Clearance Card.

Preferred

- A minimum of three years of experience as a performer, instructor or educational leader in battery, indoor percussion, marching arts, drum corps, concert percussion or related performance settings; or
- An equivalent combination of education, training and experience demonstrating the ability to successfully perform the responsibilities of the position.

Compensation

\$1,079.91 stipend + travel and lodging for WGI Percussion World Championships (total compensation package estimated at \$1,904.91)

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