

NON-INSTRUCTIONAL POSITION REQUEST 2016-2017

Internal Use
#: 2016-10
Range 37

Requester Name: Ian Brekke, Cindy Rosefield, Dan Marschak

SECTION 1: SUMMARY INFORMATION

Title of Position Being Requested:

Accompanist (Piano)

Indicate if this position or a similar position has been presented to RAC previously and in what years:

I think this position was presented to PBC 2009. The permanent part time position was canceled due to budget cuts then Martha Peterson (accompanist) retired after working on-call accompanist. She then was on-call until 2015.

Position Will Reside in Division/Unit:

A & H / Music / Theater

A Current or Proposed District Job Description is attached: Yes No

The position is:

New

Number of Hours per Week: 20 (20)

Number of Months per Year: 11 (11)

Increase for an existing funded position

From: 9 10 11 Months

To: 10 11 12 Months

OR From: _____ % to _____ %

New Categorically funded position (information only; position not ranked)

Number of Hours per Week: _____

Number of Months per Year: _____

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SECTION 2: JUSTIFICATION

Position Description/Function:

Under general supervision, provide suitable piano accompaniment, through improvisation, composition, and sight-reading, for a comprehensive music education program; and provide accompaniment for music instructional classes, recitals, concerts, and other special events. In addition, provide rehearsal accompaniment and performance piano for musical theater productions.

Indicate To Whom Does this Position Reports:

Ian Brekke, Titan Lish, Cindy B Rosefield

List other Personnel in the Unit:

Dan Marschak, Peet Cocke, Susan Lloyd

Give historical perspective of the changing workload over a 3-5 year period:

Example:

<i>Workload unit 1 = # Bio/Chem lab students/semester</i>	>	<u>2010</u>	=	<u>900</u>
		<u>2015</u>	=	<u>1000</u>
<i>Change over time is:</i>			=	<u>11%</u>

Workload unit 1 = #Music/Theater _____	>	<u>2011</u>	=	<u>690</u>
		<u>2015</u>	=	<u>781</u>
Change over time is:			=	_____

Workload unit 1 = _____	>	_____	=	_____
		_____	=	_____
Change over time is:			=	_____

Comments:

SECTION 3: LPC MISSION, MASTER PLAN, AND ACCREDITATION

LPC MISSION STATEMENT:

LPC is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC PLANNING PRIORITIES:

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Indicate how this position will have a positive impact on the LPC's Mission and Planning Priorities:

The LPC Music Program is rapidly expanding to provide an inclusive and well-rounded music education for students and community members. As the vocal and theater department expand, the need for a staff accompanist grows by the day. Piano accompaniment is a necessity for vocal performances, for both solo and ensemble variety. Students, through positive work with a staff accompanist will be able to successfully earn their music degree, transfer, learn, build, and retrain.

Indicate how this position will have a positive impact on LPC's Educational Master Plan:

The addition of a staff accompanist vastly improves the music department's ability to provide educational excellence through regular rehearsal, improved performance practice, basic skills development, and one-on-one coaching opportunities. An accompanist also allows greater community collaboration, with improved piano ability providing a strong foundation to incorporate performances with other community ensembles. As an accompanist is a requirement of all vocal

Indicate how this position will have a positive impact on Accreditation:

Nearly every collegiate music program state-wide employs a staff accompanist, as it is truly a staple of a successful department. By providing this staff position we will be more in-line with state standards and much more competitive with other programs near us. A staff accompanist strengthens future accreditation processes simply by strengthening our music department as a whole.

SECTION 4: PROGRAM REVIEW AND IMPACT

Indicate how this position will have a positive impact on your Program Review:

The music department has requested a staff accompanist in Program Review for several years running. This would fulfill a great need in the music department, allowing vocal classes to function at a much higher and more consistent level. The positive impact of a staff accompanist would be directly reflected in a stronger, more successful annual Program Review.

Indicate other alternatives that have been considered in lieu of this position to meet programmatic demands:

Currently, the music department hires accompanists as short-term/on-call employees. While this is technically currently fulfilling a need, it is a mis-use of this type of job description. Accompanists are hired for the full semester or year and are asked to provide professional services far surpassing the compensation offered for a short-term employee. It also requires the department to function with several different accompanists, many of them without very much professional experience, as the

Indicate the consequence of not funding this position:

Simply, the fundamental needs fulfilled by a Staff Accompanist (playing for classes, recitals, rehearsals, concerts, special events, weekly coaching, musical theater rehearsals and performances, etc.) would not be sufficiently met for the LPC Music Department. This would greatly inhibit future growth opportunities, and LPC's department as a whole would not meet this widely-accepted standards of California Community College music programs.

SECTION 5: COSTS*

Estimate Increase/Proposed Annual Salary Cost:	\$ <u>23,868</u> 52,075.00
Estimate Benefits Cost:	\$ <u>11,934</u>
Total Cost for Position:	\$ <u>35,802</u>

NOTE:

Full Time = 20-40 hours per week or 50% - 100%
Regular Hourly = 18 hours or less per week (<50%)

**Costs: For accurate costs below, requestor must contact College Administrative Assistant, Sharon Davidson, in the LPC Office of Administrative Services (ext. 1632).*

SECTION 6: REVIEWS

Signatures:

<u>Cindy B Rosefeld</u>	<u>9/20/16</u>
Requester	Date

<u>Sharon Davidson</u>	<u>9/27/16</u>
College Administrative Assistant Office of Administrative Services	Date

<u>[Signature]</u>	<u>9/20/16</u>
Dean/Unit Administrator	Date

<u>Rana Bi</u>	<u>9/22/16</u>
Vice President	Date

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

ACCOMPANIST

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

SUMMARY DESCRIPTION

Under general supervision, provide suitable piano accompaniment, through improvisation, composition, and sight-reading, for a comprehensive music education program; and provide accompaniment for music instructional classes, recitals, concerts, and other special events.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Provide suitable piano accompaniment in voice and music classes; select and play suitable music for voice classes.
2. Improvise and transpose music to other keys; transcribe melodies and accompaniments from selected records.
3. Compose and arrange accompaniment for assignments and problems developing in voice classes.
4. Provide musical assistance at a variety of times and locations, as schedules and performances dictate.
5. Rehearse and prepare with students for student recitals and formal programs.
6. Respond to inquiries and requests for information from students, faculty and staff regarding concerts, recitals and other events.
7. May conduct conferences with students to assist in developing understanding of problem areas and preparation for specific assignments.
8. Perform related duties as required.

MINIMUM QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

1. Extensive repertoire of music suitable for accompaniment of voice classes.
2. Methods and techniques of piano accompaniment for a variety of music and musical application.
3. Principles and practices of sight reading for piano accompaniment.
4. Vocal and instrumental repertoire and technique.
5. Music theory, including harmony and notation.

Chabot-Las Positas Community College District
Accompanist (*Continued*)

Ability to:

1. Play advanced piano pieces.
2. Sight-read a variety of music.
3. Play music in a variety of different keys.
4. Follow vocalist/instrumentalist in rehearsals and performance.
5. Communicate clearly and concisely, both orally and in writing.
6. Establish and maintain effective working relationships with those contacted in the course of work.
7. Work with and exhibit sensitivity to and understanding of the varied racial, ethnic, cultural, sexual orientation, academic, socio-economic, and disabled populations of community college students.

Minimum Education & Experience - *Any combination of the following would provide a typical way to obtain the required knowledge and abilities.*

Education/Training:

Completion of formal education sufficient to assure the ability to read and write music and play the piano at the level required for successful job performance.

Experience:

Two years experience as an accompanist for voice, dance or other music groups or classes.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a classroom setting (or outside concert venue)

Physical: Primary functions require sufficient physical ability and mobility to work in a classroom setting; to sit with sustained posture or intense attentiveness for prolonged periods of time; to play a piano requiring repetitive hand movement and finger dexterity; and to verbally communicate to exchange information.

4/1875; 9/10/86

Adopted by Board of Trustees on October 20, 2015

Effective: October 21, 2015

Job Family: Technical-Paraprofessional