



JOB DESCRIPTION

Job Title	Crossing Guard
Department	Administration
Reports To	Building Principal/Safety Coordinator
Classification	Hourly Nonaffiliated
Location	
Salary	On Schedule
Length of Contract	School Year

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws.

Job Summary

The Adult Crossing guard is responsible for ensuring student safety at designated street crossings within the school district.

Essential Job Functions

- Assists students in crossing streets through traffic in designated areas.
- Maintains order and control of students in crossing through traffic.
- Makes judgements in controlling flow of traffic and regarding road conditions.
- Supervises student crossing guards as directed.
- Reports on potential hazards and dangers as perceived.
- Reports on any traffic violations in approved manner.
- Testifies in court as required on traffic violations.
- Participates in on-the-job training and in-service activities as needed.

Ancillary Job Functions

- Performs other related duties as assigned.

Required Qualifications – Required qualifications to effectively perform the job at the time of hire. An equivalent combination of education, training, and experience will be considered. Additional requirements and/or substitutions may be requested and require the approval of HR.

- High school diploma or GED.

Preferred Qualifications – Highly desired education, training, and/or experience that may be helpful in performing the job, if applicable.

- Traffic control training.
- Experience working with school aged children.

Knowledge, Skills, and Abilities – May be representative, but not all-inclusive, of those commonly associated with this position.

- Ability to relate to students in a manner to elicit their cooperation.
- Ability to exercise mature judgment in effectively controlling student behavior.
- Ability to perform necessary written and record keeping activities.
- Ability to communicate effectively with students, staff, and community law enforcement agencies.
- Ability to work shifts that include before and after school hours.
- Ability to serve as a positive role model for students, demonstrating responsible and thoughtful behavior.

Work Environment – Environmental or atmospheric conditions commonly associated with the performance of the functions of this job.

- May be exposed to inclement outdoor weather conditions, hazardous traffic conditions, or fumes/airborne particles.

Physical Requirements – The physical demands described below 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 essential functions.

- May be required to grasp, push, stand/walk, reach.
- Must have clarity of vision and three-dimensional vision.
- Must have sufficient mobility to move about in traffic and use flags and cones effectively.
- Must be able to withstand inclement weather conditions and move around in icy/snowy conditions.
- The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 4122.01 throughout his/her employment in the District.