

FORT SAM HOUSTON INDEPENDENT SCHOOL DISTRICT JOB DESCRIPTION

Job Title: Cafeteria Lunch Monitor
Reports to: Principal
Dept./School: Secondary
Funding Source: This position is locally funded

Exemption Status/Test: Nonexempt
Date Revised: June 4, 2025
Number of Days Employed: 169
Pay Grade: M-1

Primary Purpose:

Provide supervision of all students and ensure safe and orderly conduct aligned with positive behavior support systems during scheduled lunch periods.

Qualifications:

Education/Certification:
Not specified

Special Knowledge/Skills:

Ability to follow verbal instruction and communicate effectively.
Ability to work well with children grades 6-12.
Ability to work well with elementary staff and parents.
Strong organizational, communication, and interpersonal skills

Experience
None

Major Responsibilities and Duties:

Instructional Strategies

1. Supervise students as they enter and exit the cafeteria.
2. Supervise students during designated lunch period.
3. Monitor students request to visit the restroom during the scheduled lunchtime.
4. Manage student behavior and report student discipline concerns to appropriate administrator.
5. Follow established guidelines to ensure students meet expectations as outlined in positive behavior support procedures.
6. Communicate with administrators on a daily basis regarding student behavior while in cafeteria.
7. Help staff and students keep cafeteria clean.

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Other

9. Follow district safety protocols and emergency procedures

Supervisory Responsibility:

None

Working Conditions:

Promote teamwork and interaction with fellow staff members.
Alternate methods of performing duties.

Mental Demands/Physical Demands/Environmental Factors:

Motion and Posture: Prolonged standing, stooping, bending, kneeling and continual walking.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by:	Date:
Campus Administrator	
Reviewed by:	Date:
Employee	
Received by:	Date:
Human Resources	