

Crossing Guard

Purpose Statement

The job of Crossing Guard is done for the purpose/s of providing for the safety and welfare of students in transit to and/or from school; and communicating observations and/or incidents that may impact the general wellbeing of students.

Essential Functions

- Assists students, parents, seniors, etc. for the purpose of providing safe access to and from school.
- Communicates school policies and enforcement procedures to students, personnel and visitors for the purpose of ensuring their understanding and the potential consequences of violation.
- Directs students (e.g. Guides and instructs in proper entry and crossing of roads, etc.) For the purpose of ensuring the safety of students and other pedestrians.
- Intervenes in potential emergency situations for the purpose of minimizing injury to involved parties.
- Maintains equipment (e.g. stop sign, vests, street signs, etc.) for the purpose of ensuring availability of required items.
- Monitors students for the purpose of ensuring release to authorized parties in conformance with state and/or school administrative policies.
- Reports observations and/or incidents relating to specific students (e.g. Accidents, fights, inappropriate social behavior, violations of rules, etc.) For the purpose of communicating information for follow up by appropriate instructional and/or administrative personnel.
- Responds to emergency situations for the purpose of addressing immediate safety concerns.

Other Functions

- Assists other personnel for the purpose of supporting them in the completion of their work activities.

Minimum Qualifications

Mental Requirements

Learning Development- Level A. Sufficient to understand simple written and oral communications. basic understanding of simple work processes, methods, or equipment. Learning development is less than that required for completion of high school curriculum.

Problem Solving - Level 1 Work situations are routine and regularly recurring, requiring attention and concentration, but limited discretion, consideration, and planning to adequately respond and carry out work activities.

Physical Requirements

Physical Skill - Level A Basic level of learned physical skill is required. No special coordination beyond that used for normal mobility and handling of everyday objects and materials is needed to perform the job satisfactorily.

Physical Effort - Level 2 Job requires light physical effort as a part of regular work routine, such as frequent standing and walking; frequent lifting, guiding, and/or carrying of light-weight materials or equipment; occasional periods of sustained effort.

Social Requirements

Human Relations Skill- Level A Job requires ordinary conversational skills and courtesy to exchange Routine information, provide routine assistance, and/or help maintain harmony among work associates.

Scope of Contacts - Level 1 The important job contacts are with peers in the immediate work group and immediate supervisor. Occasional contact with individuals outside the organization may occur.

Work Environment

Performance Environment - Level A Changes in environments, work pressure, disturbances of work flow, and irregularities in work schedule are infrequent.

Physical Working Conditions - Level 2 Somewhat disagreeable conditions. Work may be performed in cramped or awkward positions. occasional exposure to safety hazards, disease, or contamination results in chance for lost-time accidents. Occasional exposure to noise, temperature extremes, etc

Accountability

Level of Accountability -Level A Responsibility for carrying out detailed work orders, for performing under direct and frequent supervision, and for learning job related information and techniques.

Organizational Impact - Level 1 Work results impact the immediate work section with little effect beyond. Responsible for results or services that facilitate the work of others in a specific work group.

Experience, Education, and Certifications

Experience: No job related experience is required.

Education: Less than high school

Certifications/Clearances: Must possess a valid Arizona DPS Level One IVP Fingerprint Clearance Card while employed.

Compensation Details

FLSA Status: Non Exempt

Pay Schedule: Hourly - Grade 101

Work Calendar: Support 9 Month