



SEGUIN INDEPENDENT SCHOOL DISTRICT Job Description

JOB TITLE: Lunchroom Monitor

WAGE/ HOUR STATUS: Non-Exempt

REPORTS TO: Campus Administrator

PAY GRADE: Part-time

DEPT/ SCHOOL: Campus Assigned

DAYS EMPLOYED: 170

DATE REVISED: November 2024

PRIMARY PURPOSE: To supervise and assist children in the lunchroom and on the playground.

QUALIFICATIONS:

Educations/Certifications:

Special Knowledge/Skills:

Effective communication and interpersonal skills

Ability to work well with children

MAJOR RESPONSIBILITIES AND DUTIES:

1. Supervise and assist children in the cafeteria.
2. Uphold and enforce the school rules in the cafeteria.
3. Assist students with opening milk/juice cartons.
4. May be expected to wipe tables when not supervising children.
5. Keep teachers informed of any special concerns or problems of individual children or classes.
6. Perform other duties as assigned.
7. In event of school closure, be available for supplemental duties needed by Child Nutrition or Campus Administration.

WORKING CONDITIONS:

Mental Demands:

Reading; ability to communicate effectively (verbally and written); maintain emotional control under stress.

Physical Demands/Environmental Factors:

Moderate standing, stooping, bending and lifting

EVALUATION:

Performance of this job will be evaluated with provisions of the Board's policy on evaluation of food service personnel.

I understand that a portion or all of my position could be funded using a Federal funding source (including extra duty pay, stipends, or compensation).

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

Reviewed by _____ Date _____

Employee Signature _____ Date Received _____